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MSOSFBINST 3006.3

MARINE SAFETY OFFICE SAN FRANCISCO BAY INSTRUCTION 3006.3

Subj: MARINE FIRE FIGHTING CONTINGENCY PLAN

Ref: (a) Federal Response Plan, Public Law 9230.1
(b) COMDT (G-MOR) National Interagency Incident Management System (NIIMS), Incident Command System (ICS), Field Operations Guide (FOG), 1996
(c) CGD Eleven Contingency Operations Plan 9810-98
(d) Incident Command System Implementation Plan, MSOSFBINST 3120.2

1. PURPOSE. The Marine Safety Office San Francisco Bay (MSOSFB) Marine Fire Fighting Contingency Plan (MFF Plan) is established as Enclosure (1) of this instruction. The MSOSFB MFF Plan is now in effect and shall remain in effect until superseded.

2. ACTION. All Command Duty Officers, Watchstanders, Marine Inspectors, Investigating Officers and Port Operations personnel shall become familiar with the contents of the unit MFF Plan.

3. DIRECTIVES AFFECTED. None. Serially numbered changes and additions to this instruction shall be issued as necessary. The MFF Plan is consistent with the directives of references (a) through (d).

4. DISCUSSION. The MFF Plan incorporates the use of the National Interagency Incident Management System (NIIMS) based Incident Command System (ICS). The guidelines and structure of the NIIMS ICS “all risk” system are adapted to the response organization and management procedures to be used by MSOSFB personnel for all contingencies. The newly adopted unit ICS organization reflects the use of the five ICS sections: Command, Operations, Planning, Logistics, and Finance.

H. HENDERSON

Encl: (1) Marine Safety Office San Francisco Bay Marine Fire Fighting Contingency Plan

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1000 INTRODUCTION

1100 Authority

1110 U.S. Coast Guard Captain Of The Port (COTP)

The Ports and Waterways Safety Act of 1972 (PWSA) (33 United States Code(USC) 1221 et seq.) provides that increased supervision of port operations is necessary to prevent damage to structures in, on, or adjacent to the navigable waters of the United States, and to reduce the possibility of vessel or cargo loss, or damage to life, property, and the marine environment. This statute, along with the traditional functions and powers of the Coast Guard to render aid and save property (14 U.S.C. 88(b)), form the basis for Coast Guard fire fighting response activities.

1110.1 Delegations of Authority

The Commandant, U.S. Coast Guard has delegated authority to the Captain of the Port to enforce port safety and security, and marine environmental protection regulations. This includes, without limitation, regulations for the protection and security of vessels, waterfront facilities; anchorages; security of vessels, safety zones; security zones; regulated navigation areas; deep water ports; water pollution; and ports and waterways safety.

The Commandant (G-M), and the Commander, Eleventh Coast Guard District(D11), require the Captain of the Port San Francisco maintain a vessel and waterfront fire contingency plan (See Marine Safety Manual, Vol. 6, Chapter 8). The purpose of the plan is to minimize the effects of damage to life and property in harbors and waterfront areas resulting from a major marine fire and/or explosion.

1110.2 Termination of Response Activity

Unless directed by the Commander, Eleventh Coast Guard District or higher authority, once response operations have begun, they will not be terminated until the fire is declared out, and the situation is under control. Termination must be by mutual agreement of the Captain of the Port and the Fire Department Incident Commander.

1110.3 Resolution of Disputes

Disputes will normally be resolved at the lowest level possible. If not resolved there, they will be referred to the command post for resolution between the senior Coast Guard and the Fire Department representatives. If not resolved at the command post, they will be referred to the Captain of the Port and the appropriate Fire Chief.

MASTER/MATES OF THE VESSEL. The Master is always in charge of the vessel, but NEVER in charge of fire fighting efforts of non-vessel personnel.

OWNERS/OPERATORS OF VESSELS/WATERFRONT FACILITIES. These individuals are always a critical source of vessel/facility information. Regardless of other response resources, the owners/operators of vessels and facilities retain a fundamental responsibility for safety and security.

1120 Dept. of Transportation, Regional Emergency Transportation Coordinator (RETCO)

Upon Presidential declaration of a Federal Disaster area, a Federal Coordinating Officer (FCO) will be appointed to act on-scene for the President and the Federal Response Plan will be implemented. The Federal Emergency Management Agency (FEMA) Regional Director (RD) will implement and coordinate the Federal Response. The Department of Transportation (DOT) is one of many federal departments designated as a primary agency to serve as federal executive agents of the FCO, responsible for the Transportation and Hazardous Materials Emergency Support Functions (ESF #l and ESF #l0). D11, as part of DOT, will support those functions through the Regional Emergency Transportation Coordinator (RETCO), who is Commander, US Coast Guard Pacific Area. The RETCO is the Secretary of Transportation's representative for emergency preparedness and response matters and is the senior regional ESF #1 official for both planning and execution.

1130 National Transportation Safety Board (NTSB).

National Transportation Safety Board investigators may arrive on scene during or immediately after fire fighting operations. The NTSB Investigators may be tasked with determining what caused the casualty, how effective the response was and what actions can be taken in the future to either prevent such an incident or improve the response.

1140 State of California, Office of Emergency Services (OES)

The Governor's Order directs the Director of OES to prepare the State of California' s Emergency Plan and to coordinate the activities of all State agencies during the preparedness and response phases of emergencies. The Executive Order also directs State government organizations to submit agency emergency plans and procedures to the Director of OES for review and approval prior to publication, provide personnel emergency training, define lines of succession, and ensure effective use of resources during response and recovery.

1150 Mutual Aid

42 United States Code 1856-1856d provide that an agency charged with providing fire protection for any property of the United States may enter into reciprocal agreements with state and local fire fighting organizations to provide for mutual aid. This statute further provides that emergency assistance may be rendered in the absence of a reciprocal agreement, when it is determined by the head of that agency to be in the best interest of the United States.

1200 Definitions and Acronyms

1210 Definitions

CAPTAIN OF THE PORT (COTP). U.S. Coast Guard Captain of the Port. The Coast Guard officer designated by the Commandant, U.S. Coast Guard, to exercise federal responsibility for the safety and security of ports and waterways in a specified geographic area. For purposes of this plan, COTP means COTP San Francisco Bay.

CARGO INFORMATION CARD. The Cargo Information Card is a term used on tank barges to describe the products they are carrying. This is an old term that still exists but is seldom used. The MSDS (Material Safety Data Sheet) is the term that is used at this time.

COMMAND POST (CP). Under the Incident Command System, the single location from which incident operations are directed.

DANGEROUS CARGO MANIFEST. The Dangerous Cargo Manifest (DCM) is a listing of all hazardous material cargo on a vessel and contains a great deal of information of interest to emergency response teams. Vessel information includes name, call sign, flag, port of loading and discharge and date. Cargo information includes proper shipping name, gross weight of cargo, hazard class, type of package, storage locations and an emergency response telephone number. Only hazardous materials subject to 49 CFR or the International Maritime Dangerous Goods (IMDG) code may be listed on the DCM.

FIRE CONTROL PLAN. A copy of this plan is prominently displayed in a weather tight enclosure, located outside the deckhouse (both sides usually) for

the assistance of shore side fire fighting personnel. It contains a set of general arrangement plans showing for each deck the fire control stations, fire-resisting and fire-retarding bulkheads. It also contains particulars of the fire detecting, manual alarm, and fire extinguishing systems, fire doors, means of access to different compartments and ventilating systems including locations of dampers and fan controls.

INTERNATIONAL SHORE CONNECTION. This device is used to connect the water system piping of the vessel with the water supply on shore. It requires that the ship have a connection with the ship's fire system threads on one end and the standard international bolted flange on the other end. The shore side fire department must have a connection with the shore side fire department's threads on one end and the standard international bolted flange on the other end. See NFPA 1405 for additional details.

HAZARDOUS MATERIALS. These are materials which, when commercially transported, are designated by the U.S. Department of Transportation as presenting an unacceptable risk to health, safety and property. These materials are required to be carried by vessel in accordance with U.S. Department of Transportation (DOT) or U.S. Coast Guard (USCG) regulations. Regulations applicable to the transportation of hazardous materials by vessel include:

- Title 49, Code of Federal Regulations, Subchapter C (Packaged Hazardous Materials)

- Title 46, Code of Federal Regulations, Subchapter D (Tank Vessels)

- Title 46, Code of Federal Regulations, Subchapter O (Certain Bulk Dangerous Cargoes)

INCIDENT COMMANDER (IC). Under the Incident Command System, that person responsible for overall coordination and management of incident activities. Such activities include the development and implementation of strategies designed to mitigate the incident. The IC is usually a senior officer of the agency having jurisdiction for the incident.

- Depending on the incident location and other logistics considerations, the IC should establish a Command Post upon arrival so that representatives from other cooperating agencies may report to this location to provide a point of contact.

- The IC should establish the functional organization with personnel designated to assist in accomplishing the goals of the Incident Action Plan (IAP).

INCIDENT COMMAND SYSTEM (ICS). ICS is a command and control system for managing a multi-agency response to an emergency. It consists of procedures for controlling personnel, facilities, equipment and communications.

MSDS (Material Safety Data Sheet) The Material Safety Data Sheet is a chemical product information guide to be used if the product becomes a hazard because of a release, fire, or other unknown reaction. The MSDS contains information as to the fire problems, health hazards, and reactivity of the chemical or product for which the MSDS was written. All chemicals and products from which chemicals were used in its manufacture must have a MSDS sheet. MSDS also contains information as to the toxicology of its product.

MARINE SAFETY OFFICE (MSO). U.S. Coast Guard field level organization responsible for carrying out the Coast Guard's marine safety missions in a specified geographic area. The MSO is headed by a Commanding Officer who is also designated COTP, OCMI and FOSC. For purposes of this plan, MSO means MSO San Francisco Bay.

OFFICER IN CHARGE, MARINE INSPECTION (OCMI). U.S. Coast Guard Officer In Charge, Marine Inspection. That Coast Guard officer designated by the Commandant, U.S. Coast Guard to exercise responsibility for commercial vessel inspection, marine casualty and personnel investigation, vessel and seaman certification, and vessel documentation. For purposes of this plan, OCMI means OCMI San Francisco.

FEDERAL ON-SCENE COORDINATOR (FOSC). The federal official pre-designated by USCG or the EPA to coordinate and direct federal response efforts to an actual or threatened discharge of oil or hazardous materials. In the case of an actual, or threatened, oil discharge which may present a substantial threat to the public health or welfare, the FOSC will direct all public and private response efforts. For the purposes of this plan, FOSC means Commanding Officer, Marine Safety Office San Francisco Bay.

MISCELLANEOUS. Other useful definitions can be found throughout National Fire Protection Association (NFPA) 1405. Sections of particular interest are:

- Chapter 1-3: Definitions
- Chapter 3-3: Types of Vessels
- Chapter 3-4: Shipboard Personnel
- Chapter 6: Special Resource Considerations
- Chapter 15: Legal Issues

SAFETY ZONE. A safety zone is a water area, shore area, or a water and shore area to which, for safety or environmental protection purposes, access is limited to authorized person, vehicles, or vessels. The safety zone is established by the Captain of the Port or the District Commander to protect vessels, structures, and shore areas. The safety zone can be fixed or mobile around a moving vessel.

The Captain of the Port may direct who and what may operate within the safety zone.

SECURITY ZONE. Security zones are designated areas of land, water, or land and water established for such time as is necessary to prevent damage or injury to any vessel or waterfront facility; to safeguard ports, harbors, territories, or water of the United States, or to secure the observance of the rights and obligations of the United States. The security zone is established by the Captain of the Port or District Commander. The designation of a security zone may only be made for areas within the territorial limits of the United States.

1220 Acronyms

- CERCLA Comprehensive Environmental Response, Compensation, and Liability Act
- CFR Code of Federal Regulations
- COTP Captain of the Port
- CP Command Post
- CWA Clean Water Act
- DCM Dangerous Cargo Manifest
- DOT U.S. Department of Transportation
- FOSC Federal On-Scene Coordinator
- IC Incident Commander
- ICS Incident Command System
- IFSTA International Fire Service Training Association
- IMDG International Maritime Dangerous Goods Code
- MSFO Marine Safety Field Office
- MSO Marine Safety Office
- NFPA National Fire Protection Association
- NRC National Response Center
- OES Office of Emergency Services, State of California
- OCMI Officer-In-Charge, Marine Inspection
- OPA 90 The Oil Pollution Act of 1990
- OSLTF Oil Spill Liability Trust Fund
- PWSA Ports and Waterways Safety Act
- UCS Unified Command Structure of the Incident Command System
- VIN Vessel Identification Number

1300 Risk Assessment

1310 Background Information

1310.1 Transportation Patterns

San Francisco Bay hosts a wide variety of commercial vessels and cargoes. Vessels carrying petroleum products and hazardous chemicals are of particular interest because of their potential for pollution incidents and/or fires. Significantly, petroleum refineries in the San Francisco Bay Area have a combined throughput capacity of nearly one million barrels per day. Accordingly, 60-70% of the overall tonnage entering the Bay at any time consists of crude oil carriers. The balance of shipping traffic usually includes passengers for hire (cruise ships and ferries), refined product carriers, containerized freight vessels, break bulk freight vessels, roll on-roll off (Ro-Ro) vessels, tugs, barges, and military vessels.

1310.2 Historical Considerations

Vessel fires resulting in the total loss of the vessel and its cargo or significant loss of life continue to occur throughout the world. Relatively recent incidents in this country include the T/V *Puerto Rican* (explosion and fire aboard finished petroleum tanker off the approach to San Francisco Bay in 1985), the T/V *Mega Borg* fire (crude vessel fire in pump room and cargo compartments fire off the coast of Texas in 1990), the M/V *Protector Alpha* (grain ship fire on the Columbia River in 1982) during which the vessel mooring lines were cut, setting the vessel adrift), and the P/V *Ecstasy* (Carnival Cruise Ship fire in ship's laundry occurring shortly after vessel's departure from Miami in 1998)

Waterfront fires at shore facilities have been both less frequent and less dramatic. Nevertheless, incidents such as the fires in San Francisco and the gasoline storage tank ruptures in Richmond caused by the 1989 Loma Prieta earthquake clearly demonstrate, as did the T/V *Puerto Rican* incident, that catastrophic incidents are typified by confusion, the need for the highest order of communication, and the commitment of all available regional resources.

1310.3 Hydrological and Climatic Considerations

SAN FRANCISCO BAY. San Francisco Bay enjoys a marine type climate characterized by mild and moderately wet winters and by cool, dry summers. There are, however, significant climate differences within the region due to its varied topography. Both east and west of the Bay are mountain ranges. As winds come off the ocean and move eastward, successively less moisture is deposited on each range such that the East Bay is substantially drier than the West Bay. Also, the farther inland from the ocean, the greater are the daily and yearly temperature fluctuations.

Winter rains generally occur from November through March and account for the great majority of the region's annual rain fall. Nevertheless, there are frequent dry spells during the period sometimes lasting weeks.

Summer weather is dominated by cool sea breezes resulting in an average summer wind speed of 15 miles per hour. Winds are characteristically light in the morning, but normally in the 20-25 mile per hour range in the afternoon. Sea fog, arriving during late

evening or night, is another characteristic feature of summer weather. This fog usually disappears by early afternoon.

Detailed tide and tidal current information concerning the Bay and its approaches is provided in the Tide Tables, the Tidal Current Tables and the U.S. Coast Pilot.

SACRAMENTO-SAN JOAQUIN RIVER DELTA. The Delta's climate is characterized in summer by warm, dry days and relatively cool nights with clear skies and no rainfall. In winter, the climate is characteristically mild in temperatures, with relatively light rains, and with frequent heavy fogs. In late autumn and in early winter dense fogs normally settle in during the night and burn off sometime during the following day. December and January are considered the fog season and fog has been known to last for 4 to 5 weeks with only brief or intermittent clearing periods.

At low river stages the mean range of tide is 2.8 feet at the entrance to the Sacramento River. At other stages the tide is negligible. The upper 20 miles of the Sacramento River Deep Water Ship Channel are free of river current and flood waters. The mean range of the tide from the entrance of the San Joaquin River to Stockton is approximately 3.1 feet and tidal current is negligible. Water level is affected most dramatically during the winter months when flood levels may rise from 8 feet to 13.5 feet.

1320 Damage Potential

1320.1 High Risk Areas and Cargoes

Those areas of the Bay containing refineries and bulk petroleum transfer facilities which routinely serve petroleum tank vessels and those most typically frequented by loaded tank vessels present the greatest risk for a significant vessel explosion and fire. The following sections describe in greater detail the patterns of waterborne trade which occurs in San Francisco Bay and Sacramento-San Joaquin River Delta.

CRUDE OIL. Crude oil carriers generally follow one of the patterns described below when transiting San Francisco Bay and its approaches.

- Direct transit from the sea buoy through the Golden Gate to a refinery or oil terminal in Richmond, San Pablo Bay, Carquinez Strait, or Suisun Bay.

- Direct transit from the sea buoy through the Golden Gate to *Anchorage 5*. This usually only occurs when a vessel is awaiting berth space at the Chevron refinery in Richmond.

- Direct transit from the sea buoy through the Golden Gate to *Anchorage 9*. Laden tank vessels awaiting berth space or lightering, due to deep draft restrictions, transit directly to this anchorage. Some tank vessels, once sufficiently lightered, may complete off loading at a refinery in the Carquinez Strait.

- Transit from Anchorage 9 to a refinery in Richmond or Carquinez Strait. The vessels following this pattern are generally limited to small crude carriers employed regularly in lightering draft restricted very large crude carriers (VLCCs).

REFINED PRODUCT. Refined product carriers call routinely at refineries and oil terminals in Richmond, San Pablo Bay, Carquinez Strait and Suisun Bay. Refined product carriers also occasionally call at product storage facilities in Alameda and the P.G. & E. plant in San Francisco. These vessels usually transit from the sea buoy through the Golden Gate directly to these facilities.

CHEMICALS AND OTHER HAZARDOUS CARGOES. Both cargo vessels and tank vessels transport a large variety of chemicals and other hazardous cargoes over Bay and Delta waters.

- Approximately 10-20% of all cargo carried in containerships and break bulk vessels is designated as hazardous (i.e. flammable, explosive, corrosive, poisonous, etc.).

- Tankers laden with Cargoes of Particular Hazard, such as anhydrous ammonia, discharge at the Port of Stockton and the Tosco facility on the Sacramento River Deep Water Ship Channel.

- Explosive laden commercial and military vessels transiting to and from Naval Weapons Station Concord also routinely supply San Francisco Bay waters, and occasionally use Explosive Anchorages 12 and 14.

BUNKERING. Vessels of all types (RO/RO, T/V, Container, and Break Bulk) take on oil bunkers in San Francisco Bay. Bunkers are usually received from a barge alongside the facility where the vessel is tied up. Vessels also periodically bunker at Anchorage 9.

MISCELLANEOUS OILS. There is a modest trade in tallow, animal oil, and vegetable oils in San Francisco Bay. Small tank vessels primarily load and discharge these cargoes at facilities in Richmond. Tallow is loaded in San Francisco.

PASSENGERS VESSELS. San Francisco Bay is serviced by 3 passenger ferry companies (Golden Gate Ferry, Blue and Gold Fleet, and the Red and White Fleet) with service from 0530 hours to 0030 hours daily to and from several points in the Bay. The ferry companies also operate charter trips for parties and sight seeing trips that usually stay between San Francisco, Oakland, Sausalito, and Tiburon. The size and passenger capacity of the ferry boats vary from 100' up to 165' and carry up to 700 passengers on the larger boats. The main ports and ferry terminals are located in San Francisco, Oakland, Alameda, Vallejo, Larkspur, Tiburon, Sausalito, Richmond, and Angel Island.

CONTAINERIZED FREIGHT VESSELS. These vessels regularly call at terminals located in Oakland, San Francisco, Richmond and Alameda. Occasionally, such vessels also call at terminals in Redwood City, Sacramento and Stockton.

DRY BULK, NEO-BULK AND BREAK BULK FREIGHT VESSELS. These vessels travel through Bay Area waters up to the ports of Stockton and Sacramento where they often load grain, rice, logs, wood chips, and other dry bulk cargoes. These vessels also discharge cement, steel coils, and other general cargoes They transit through "Gasoline Alley" (Richmond, Rodeo, Martinez, Benicia, Concord, Pittsburg, and Antioch) enroute inland where the potential for collisions with tank vessels at or near oil terminals is always present. Dry bulk, neo-bulk, and break bulk vessels also call at terminal facilities in Alameda, Redwood City, and Richmond.

BARGES. Barges are used in transporting bulk petroleum and chemicals to and from the Bay Area. Petroleum barges are also used extensively for bunkering. Barges under tow are found offshore, throughout the Bay Area and in the Delta.

MILITARY VESSELS. These may be berthed at, or in transit to or from Naval Weapons Supply Facility Seal Beach Detachment (old Naval Weapons Station Concord), Alameda Point, and Suisun Bay Reserve Fleet. Military vessels may also be berthed at, or in transit to or from San Francisco Bay Area piers for lay over or ship repair purposes.

RECREATIONAL VESSELS. These are found in large numbers at marinas, fueling docks and operate throughout Bay Area waters, including the Delta and off-shore.

1320.2 Waterfront Facilities

Waterfront facilities supporting a wide variety of maritime industry activities are found throughout all areas of the Bay and Delta. Detailed descriptions and information concerning these facilities may be found in the annual Golden Gate Atlas World Trade Directory, the U.S. Army Corps of Engineers' Port Series reports (No. 30, 31, and 32), and the facility files maintained at Coast Guard Marine Safety Office San Francisco Bay.

Waterfront Facilities. In San Francisco Bay several Waterfront Facilities are authorized to handle explosives. In San Francisco, Pier 80 is the only authorized facility that can handle explosives. In Oakland all of the containerized facilities are authorized to handle explosives. Four of the container facilities in the Oakland outer and middle harbor areas routinely ship commercial explosives. In addition, the Port of Sacramento and the Port of Stockton are also authorized to handle explosives. In the event of a national emergency all Dry Bulk and Container Waterfront Facilities can handle explosives after receiving a Coast Guard inspection.

1320.3 Anchorage

Seventeen designated anchorages in the San Francisco Bay area provide safe haven for vessels escaping winter storms, repairing damaged machinery or waiting to fill their holds with cargo bound for over seas. Many of these anchorages are monitored by the Vessel Traffic Service (VTS) to ensure vessels are positioned a safe distance from to prevent casualties due to anchor swinging. These anchorages also are positioned so that navigable channels are clear for transiting marine traffic. As defined in 33 CFR 110, four anchorages are designated for explosive handling. Explosive anchorages 9, 12 and 14 are located within San Francisco Bay and anchorage 30 is located in the San Joaquin River.

1320.4 Naval Weapons Support (NWS) Seal Beach Detachment

NWS is an inland deep water facility located near the City of Concord in Contra Costa County. The US Army is operating the piers at this Naval Facility and plans to receive and load 6 to 10 ships per year with explosives. The US Army operation will be handled by their MOTC group. Until October 2001, the US Navy will also be operating the piers to remove explosives from the magazines and will handle up to 6 ships to year. Explosive load outs will be monitored by MSO personnel.

1330 Critical Success Factors

‘ The timely and efficient restoration of normal conditions within the limits of acceptable risk’

This document provides for a coordinated response by the U.S. Coast Guard and other federal, state, local, and civilian forces to major fires on board vessels or at waterfront facilities. It provides policies, responsibilities, and procedures for coordination of on-scene forces. The Marine Fire Fighting Contingency Plan is designed for use in conjunction with other state, regional, and local contingency plans. It is supported by an extensive library at Marine Safety Office San Francisco Bay, including NFPA 1405 and International Fire Service Training Association (IFSTA) Marine Fire Fighting texts. Response forces for the purposes of this plan include:

- Public Safety Agencies
- Waterfront Facility Owners and Operators
- Vessel Owners and Operators
- United States Coast Guard
- Other Military Departments or Agencies

It is apparent, given the public response to vessel casualties in the aftermath of the T/V *Exxon Valdez*, that the public expects no less than an aggressive, coordinated, and fully committed response by involved parties to minimize the threat to public safety and the environment. All public safety agencies must be prepared to fulfill these expectations.

Generally, no one agency has sufficient resources to singularly combat a major vessel fire. Consequently, material assistance and cooperation is a prerequisite if a successful attack and extinguishment ensue. In addition, the potential impacts resulting from a vessel or facility fire, depending upon its location, meteorological conditions, and cargoes involved, may seriously affect several jurisdictions.

1340 Concept of Operations

The COTP exercises primary federal responsibility for the safety and security of the port. This responsibility is discharged by enforcing dangerous cargo regulations, marine terminal safety regulations, pollution prevention regulations, and administering the Vessel Traffic Service (VTS). In emergencies, the COTP may control the movement of ships and boats, establish safety zones and provide on scene forces. Responsibilities of the COTP in a major fire aboard a vessel or waterfront facility include:

- Assume IC for burning vessel underway or at anchor when:
  - the fire department with jurisdiction is unable to respond
  - no fire department has jurisdiction
- Assume operational control of all Coast Guard forces on-scene.
- Establish safety or security zones, as necessary.
- Provide information on involved waterfront facilities.
- Provide information on the location of hazardous materials on the vessel, or at the facility, if available.
- Provide technical data on ship's construction, stability, and marine fire fighting considerations.
- Respond to oil or hazardous materials discharges. Actual removal may be delayed until the fire fighting operations are terminated.
- Obtain tugs to assist in relocating moored or anchored vessels.
- Alert owners/operators of terminal or vessel at risk.
- Provide portable communications equipment to response personnel, as needed and available.

1350 General Hierarchy of Strategic Planning Priorities

1350.1 Introduction

GENERAL. The success or failure of shipboard fire fighting operations may be determined by the vessel's location. If the ship is remotely located or otherwise inaccessible, the opportunity for saving it may be lost. The COTP will confer with fire departments, port officials and other agencies to identify the best sites for positioning a burning vessel given the facts of a particular incident. Such sites may include piers, anchorages or predetermined grounding sites. The COTP's approval is needed for any change of location of the vessel.

This section will discuss the strategic objectives as well as the general response philosophy, strategies and countermeasures that will be applied by the Incident Command System (ICS)

1350.2 Strategic Objectives

PRIORITIES. It is impossible to anticipate every task or activity required to effectively respond when dealing with a major marine fire. There are, however, several basic priorities which must be addressed, particularly in the case of a vessel fire at sea.

- Once initial notification is received, responders must determine the urgency of the situation, estimate the potential for a ' worst case scenario' and its probability.

- If escalation of the incident to a ' worst case scenario' appears imminent and substantial, response resources must be dispatched before conducting routine information gathering and making agency notifications.

NOTIFICATION PROCESS. Generally speaking, a call to the 24-hour watch in the MSO Command Center will be received by the MSO Command Duty Officer who will then notify:

- Coast Guard Search and Rescue Assets
- Fire Boats
- Local Authorities
- State Agencies

Any agencies receiving notification of a marine fire should contact the MSO's 24-hour number at **(510) 437-3073**.

CHECKLISTS. Section 9000 of this plan contains numerous incident checklists that can assist with response efforts. These include:

- Response Considerations and Techniques Checklists
- Initial Fire Response Checklist
- Initial Dewatering Checklist

MSO SAN FRANCISCO. Typically, marine related incidents are reported to the MSO via a harbormaster, local agency, concerned citizen, boat owner, etc. Information from all reports is entered into a case folder and assigned a unit case number. When MSO personnel are aware of exactly who to contact, MSO personnel will contact those agencies and officials directly to ensure the "right" agencies are notified of the incident. Refer to Resource Guide section #7 for numbers.

LOCAL FIRE DEPARTMENT. Our first external notification is to the local fire department exercising jurisdiction over the incident, unless MSO received notification from that fire department. Refer to Resource Guide section #9 for numbers.

CALIFORNIA OFFICE OF EMERGENCY SERVICES. Notify of all incidents with the potential for or actual release of oil or hazardous substances. OES is mandated to notify appropriate state and local officials. Inform OES of any unusual or unique notifications need to be made for a particular incident. Normally, notification to the California Office of Emergency Services is sufficient for all state and local agencies.

1350.21 Considerations in Selecting a Fire Fighting Pier

Piers are not the only sites that can or should be considered for locating a burning ship. However, piers offer the greatest potential to maximize use of shore-based fire fighting resources. The following factors should be considered when selecting a pier:

- The severity of the fire
- The proximity of the pier to populated areas
- Bridges, highways, and environmentally sensitive areas
- Availability of the pier for an extended period
- Availability of water and electricity
- Construction of the pier
- Prevailing winds
- Availability of fire fighting staging areas
- Presence of hazardous materials at the pier and on the vessel
- Availability of special equipment

1350.22 Pre-Designated Fire Fighting Piers

The listing of a pier or facility in the plan does not mean that the Coast Guard or any other agency will unilaterally direct a burning vessel to that facility. At a minimum, a decision of this nature must be discussed with representatives of:

- The vessel
- The facility
- The appropriate Port Authority
- The appropriate Fire Department

- The Coast Guard
- Other agencies, depending on the particular situation

Refer to the **Resource Guide** section for listings and information on piers for fire fighting.

1350.23 Pre-Designated Anchorages

For planning purposes the following San Francisco Bay anchorages have been pre-designated as generally appropriate for positioning a burning vessel:

- **Anchorage 7** - Off Treasure Island
- **Anchorage 9** - South S.F. Bay (Contains #12 and #14)
- **Anchorage 12** - South S.F. Bay off Pier 70
- **Anchorage 14** - South S.F. Bay off Hunters Point

Anchorages 12 and 14 are normally designated as explosive anchorages. When a burning vessel is located in either anchorage, the outer boundary of the anchorage will be the minimum separation between the burning vessel and other ships.

1350.24 Grounding Sites

Grounding sites must be approved by the COTP

A decision may be made to either ground or sink a vessel. In choosing grounding sites, several factors must be considered. The possibility of the vessel sinking or becoming derelict must be considered. Such events could become a greater hazard to the marine ecological system through resultant pollution than the total loss of a single ship in a pre-designated area.

Other important considerations for grounding include:

- Bottom Material: Soft enough that the ship's hull will not rupture.
- Water depth: Shallow enough that the vessel will not sink below the main deck, yet deep enough that fire boats, salvage barges and tugs can approach.
- Weather: Areas not known to have strong winds or currents which could hamper fire fighting or salvage efforts.

1350.26 Pre-Designated grounding Sites

For planning purposes, the following locations have been pre-designated as generally appropriate for grounding a burning vessel.

- *San Pablo Bay:* Immediately outside the traffic separation scheme, between Point San Pablo and Pinole Point.
  Mean Low Water = 23'

- *Anchorage 13 (Explosive):* Immediately west of the traffic separation scheme, south of the Richmond/San Rafael Bridge.
  Mean Low Water = 25'

- *Central San Francisco Bay:* Approximately 1 mile north of Treasure Island, 3 miles west of Berkeley Yacht Harbor.
  Mean Low Water = 14'

- *Central San Francisco Bay:* The easterly half of Anchorage 8.
  Mean Low Water = 25'

- *South San Francisco Bay:* The area immediately to the south of, and outside the boundaries of Anchorage 14.
  Mean Low Water = 29'

- *Tip of Sherman Island* in the Delta.
  Mean Low Water = 26'

- *Anchorage 26:* north of the D.O.T. Reserve Fleet.
  Mean Low Water = 19'

1350.27 Locations Offshore For Intentionally Sinking Vessels

When a vessel and cargo are deemed a total constructive loss it may be best to sink it in an area where environmental damage is minimized. These areas will be pre-selected by a Regional Response Team (RRT) comprised of State and Federal representatives. The COTP will request this team be convened when intentional sinking of a vessel is considered.

1400 Geographic and Jurisdictional Boundaries

1410 COTP Area of Responsibility

Marine Safety Office San Francisco Bay's Captain of the Port (COTP) Area of Responsibility (AOR) is specified in 33 CFR 3.55-20 and comprises the land masses and waters of California north of San Luis Obispo, Kern and San Bernardino Counties; Utah, except for Washington, Kane, San Juan, and Garfield Counties; and Nevada except for Clark County.

1420 OES Area of Responsibility

California OES is divided into three divisions.

The Coastal Division consists of 16 counties, 15 of which have Pacific Ocean or San Francisco Bay/Delta waters touching their borders. All of the counties in this region are within the MSO San Francisco COTP zone. The Coastal Division office is located in Oakland.

The Inland Region consists of 31 counties. All but the southern most county of Kern falls within the MSO San Francisco COTP zone. The Inland Division office is co-located with OES Headquarters in Sacramento.

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1500 Federal, State and Local Response Systems

1510 National Response System

The Coast Guard exercises primary federal responsibility for the safety and security of the ports and waterways of the United States. Because the Coast Guard has limited resources to respond to waterfront fires, emphasis is placed on preventive measures through the Port Safety Program. Local port operators, municipalities, and public safety agencies are expected to provide and maintain adequate disaster response capabilities in their ports.

The Coast Guard will assist local fire fighting units when requested in accordance with this plan, and to the extent resources permit. If a vessel at anchorage experiences a fire, " assistance as available" may include coordination of fire fighting efforts if the Coast Guard is in the best position to assume command. Lack of response by other Bay Area response agencies may require Coast Guard assistance. However, Coast Guard participation **does not** relieve local jurisdictions of their responsibilities.

This plan is based on the assumption that a major marine fire, particularly a vessel fire, will usually require resources beyond those locally available. Previous marine related incidents demonstrate this and the necessity for contingency planning. The T/V *Puerto Rican* explosion and fire off the approaches to San Francisco Bay and the T/V *Mega Borg* explosion and fire off Galveston, Texas are examples of such incidents, and associated problems (difficulty in getting proper equipment on-scene, weather complications, etc.). Contingency planning identifies the means and methods necessary to make resources available from federal, state, and local agencies.

Prior coordination is particularly applicable to the San Francisco Bay Area for several reasons:

- The large geographic area of the Bay
- The wide variety of marine activities that take place at all times of day and night
- The many independent public safety agencies and private industry resources that may be called upon to provide fire fighting assistance

When a disaster occurs, a State Governor may request the President to declare a major disaster or an emergency if an event is beyond the combined response capabilities of the State and affected local governments. Based upon the findings of a joint Federal-State-local Preliminary Damage Assessment (PDA) indicating the damages are of sufficient severity and magnitude to warrant assistance under the Act, the President may grant a major disaster or emergency declaration authorizing the Federal Emergency Management Agency (FEMA) to perform relief operations as per the Stafford Act. (Note: In a particularly fast-moving or clearly devastating disaster, the PDA process may be deferred until after the declaration.)

1. If an emergency involves an area or facility for which the Federal Government exercises exclusive or primary responsibility and authority, the President may unilaterally direct the provision of emergency assistance under the Stafford Act. The Governor of the affected State will be consulted if possible.

2. No direct Federal assistance is authorized prior to a Presidential declaration. However, FEMA can use limited pre-declaration authorities to move Initial Response Resources (critical goods typically needed in the immediate aftermath of a disaster, e.g., food, water, emergency generators) and emergency teams closer to potentially affected areas. FEMA also can activate essential command and control structures to lessen or avert the effects of a disaster and to improve the timeliness of disaster operations. Additionally, when an incident poses a threat to life and property that cannot be effectively dealt with by the State or local governments, FEMA may request the Department of Defense (DOD) to utilize its resources prior to a declaration to perform any emergency work " essential for the preservation of life and property" under the Stafford Act.

3. Following a declaration, the President may direct any Federal agency to use its authorities and resources in support of State and local assistance efforts to the extent that provision of the support does not conflict with other agency emergency missions. This authority has been further delegated to the FEMA Director; the FEMA Associate Director, Response and Recovery; the FEMA Regional Director; and the Federal Coordinating Officer (FCO).

4. The FEMA Director, on behalf of the President, appoints an FCO, who is responsible for coordinating the timely delivery of Federal disaster assistance to the affected State, local governments, and disaster victims. In many cases, the FCO also serves as the Disaster Recovery Manager (DRM) to administer the financial aspects of assistance authorized under the Stafford Act. The FCO works closely with the State Coordinating Officer (SCO), appointed by the Governor to oversee disaster operations for the State, and the Governor's Authorized Representative (GAR), empowered by the Governor to execute all necessary documents for disaster assistance on behalf of the State.

5. The State must commit to pay a share of the cost to receive certain types of Federal assistance under the Stafford Act. In extraordinary cases, the President may choose to adjust the cost share or waive it for a specified time period. The Presidential declaration notes any cost-share waiver, and a FEMA-State Agreement is signed further stipulating the division of costs among Federal, State, and local governments and other conditions for receiving assistance.

6. While performing a function under the authority of the Stafford Act, a Federal agency or designated employee of a Federal agency is not liable for any claim based upon the exercise or performance of or the failure to exercise or perform that function.

7. Response by agencies to lifesaving and life-protecting requirements under the FRP has precedence over other Federal response activities, except where national security implications are determined to be of a higher priority. If a disaster or emergency affects the national security of the United States, appropriate national security authorities, plans, and procedures will be used.

1520 State Response Systems

OFFICE OF EMERGENCY SERVICES (OES), STATE OF CALIFORNIA. This agency must be kept informed of the magnitude and nature of the incident and problems encountered. Incident liaison should be accomplished and maintained by the local fire department representative involved. OES has access to a large variety of response personnel and equipment. OES will also notify other agencies within the state such as:

- Department of Fish and Game, Office of Oil Spill Prevention and Response (OSPR)

- Department of Health Services

The California State Office of Emergency Services (OES) Fire and Rescue Plan, under the authority of the California Master Mutual Aid Agreement, is the legal basis for mutual aid within the State. Mutual aid requests must be originated through appropriate channels (local => to operational area => to region => to state) in accordance with the plan. Local jurisdictions are not barred from developing mutual aid or automatic aid agreements of their own (refer to the *California Fire and Rescue Plan*, by the State Office of Emergency Services.

The OES Warning Center is staffed 24 hours a day, 365 days a year. From this center, warning controllers speak with county OES's and the National Warning Center in Berryville, Virginia on a daily basis. OES also maintains a 24-hour toll-free toxic release hotline, and relays spill reports to a number of other state and federal response and regulatory agencies, as well as local governments.

OES' training arm, the California Specialized Training Institute in San Luis Obispo, provides training programs for city, county, and state emergency services personnel on the latest techniques in disaster planning, response, recovery and management.

1530 County Offices of Emergency Services (OES)

- **Alameda County Response System**

County OES: (925) 667-7721 (24 hr)

- **Contra Costa County Response System**

County OES: (925) 228-5000 (24 hr)

- **Marin County Response System**

County OES (415) 499-6584

- **Sacramento County Response System**

Sacramento OES (916) 262-1685 or 262-1697

- **San Francisco City / County Response System**

San Francisco OES (415) 558-2700

- **San Joaquin County Response System**

San Joaquin County OES (209) 468-0962

- **San Mateo County Response System**

County OES: (650) 363-4790 (24 hr)

- **Santa Clara County Response System**

Santa Clara OES (408) 299-3751

- **Solano County Response System**

County OES: (707) 421-7090 (24 hr)

1540 Local Response System

See chapter 9000 of this plan for specific information on local resources.

LOCAL FIRE DEPARTMENTS**.** Local fire departments are responsible for fire protection within their jurisdictions. In a number of jurisdictions, this responsibility includes marine terminals and facilities. Some terminals and facilities have in-house fire departments. In most cases, the terminal fire departments have entered into mutual aid agreements with the surrounding local fire departments. Typical responsibilities of local fire departments include:

- Assume position of Incident Commander (IC).
- Establish and staff a Command Post when acting as IC.
- Dispatch necessary personnel and equipment.
- Determine the need for, and request mutual aid such as fireboats and appropriate medical aid.
- Make all requests for Coast Guard/federal personnel, equipment, and waterside security through the COTP.
- Establish liaison with law enforcement for land-side traffic and crowd control, scene security, and evacuation.
- Provide portable communications equipment to response personnel from outside agencies.

INDUSTRIAL FIRE DEPARTMENTS/BRIGADES. Certain large industrial plants within the Bay Area have personnel trained in fire fighting. Many have limited capabilities and are unable to render mutual aid assistance. One exception is the Petrochemical Mutual Aid Organization.

PETROCHEMICAL MUTUAL AID ORGANIZATION (PMAO). PMAO is an emergency response cooperative of oil, chemical and related companies. Its primary purpose is provide assistance (equipment and materials) to any member company requiring aid. See PMAO Emergency Response Manual for further information.

FIRE BOATS. Very few dedicated fireboats are available in the Bay Area. The availability of vessels varies according to jurisdictional coverage requirements, mutual aid agreements, and maintenance or repair conditions. Therefore, requests for fire fighting vessels should go through the COTP**.** See the **Resource Guide** for a listing of waterborne resources (fireboats, tugs and barges) and COTP telephone numbers.

MARINE CHEMIST. The on scene assistance of a marine chemist may be vital to assure the safety of response personnel. A marine chemist should be immediately identified and be available to conduct such on board testing of spaces or tanks as may be necessary. Marine chemists are listed in the **Resource Guide** section.

SALVAGE COMPANY REPRESENTATIVE. If it appears that the fire-fighting response will be shifted to a commercial fire fighting/salvage company, it is essential that the IC/UC meet and confer with a representative of the commercial fire fighting/ salvage company. Such action will result in all parties understanding the situation aboard the stricken vessel at the time. The vessel owner will normally be the party that hires the fire fighting/salvage company. Both Marine Fire Fighting Response Companies and Salvage Response Companies are listed in the **Resource Guide** section.

TERMINAL MANAGER. Terminal Managers are extremely valuable and can provide the IC data and maps concerning the facility. This information will assist during fire fighting and cleanup operations. Contact MSO for information or refer to latest edition of the Golden Gate Atlas by Marine Exchange of the San Francisco Bay Region.

1600 - Federal, State and Local Spreadsheet

To be developed.

1700 Plan Review

The plan will be available on the MSO SFB's website at www.uscg.mil/d11/msosf for viewing. Revisions/comments may be made to LCDR Judy Persall or CDR Frank Bateman.

The Coast Guard Captain of the Port (COTP) is responsible for this plan and will keep it current by consecutively numbering amendments or by issuing a revised plan. Any errors, suggested improvements, or changes in equipment or facilities should be communicated to:

Commanding Officer
Attn: LCDR Judy Persall, Chief, Planning Department
USCG Marine Safety Office, Bldg. 14
Coast Guard Island
Alameda, CA 94501

Or call (510) 437-2763
Email address: jpersall@d11.uscg.mil

Each revision will be uploaded to be accessed via the Internet. This step has been taken to allow other Coast Guard units to view this plan and utilize it as a template for their own plans. The plan will be updated through electronic means when necessary. This will make real time up to date information possible rather than annual corrections.

The plan may be accessed and downloaded to disk from the Internet address:

www.uscg.mil/d11/msosf

1800 Exercise Process

Proper training and exercises are necessary to ensure smooth coordination in the event of an actual fire or incident. Realistic exercises also demonstrate the capabilities of the various organizations involved. These exercises also point out possible conflicts and/or opportunities to improve the plan.

EXERCISES. COTP San Francisco Bay will plan periodic exercises with selected fire departments, port facilities and government agencies. The COTP also recommends each fire department or response organization coordinate with port facilities and shippers in their respective jurisdictions and workout training and exercises on their own. The COTP will also provide coordination with other organizations if a larger exercise is required. For assistance in arranging an exercise, contact:

Commanding Officer
Attn: LCDR Judy Persall, Chief, Planning Department
USCG Marine Safety Office, Bldg. 14
Coast Guard Island
Alameda, CA 94501

Or call (510) 437-2763
Email address: jpersall@d11.uscg.mil

TRAINING. Training is the cornerstone of effective response. Effective training is the difference between saving lives and property, or having a major port disaster. The following courses is a list of available courses for local responders to take.

FIREFIGHTING COURSES. Two of the many fire fighting courses which might be beneficial to local response organizations are:

- California Maritime Academy/SFFD
  200 Maritime Academy Drive
  P.O. Box 1392
  Vallejo, CA 94590

- California Maritime - Fire Fighting School
  600 Avenue M
  San Francisco, CA 94130

- Texas A&M Fire Training Division
  J. B. Connally Bldg. 301 Tarrow-TEEX
  College Station, Texas 77840-7896
  http://teexweb.tamu.edu/fire

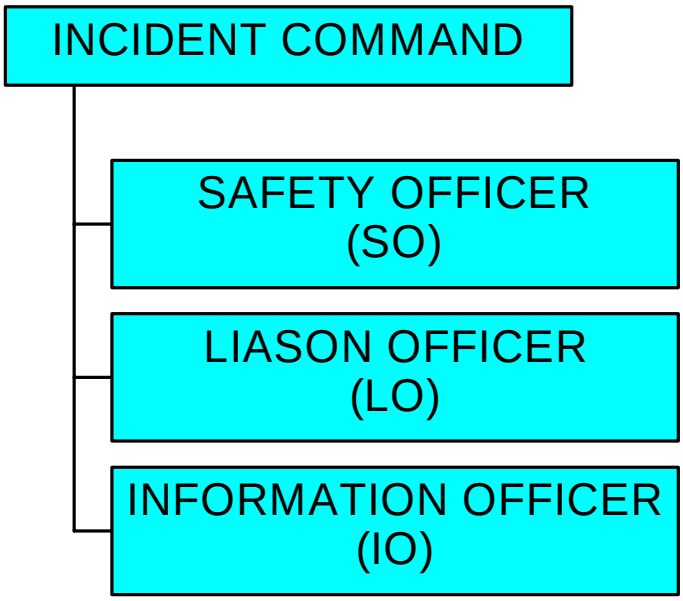
- UNR Fire Academy – Elko Campus
  100 University Avenue
  Carlin, NV 89822-0877
  www.unr.edu/fireacademy

TRAINING SESSIONS. The COTP may provide training sessions periodically for local fire departments, facility owners/operators and shipping companies. Such training might discuss ship construction and basic stability, shipboard/facility fire fighting, and hazardous chemical response. Suggestions for other training, volunteer speakers and general comments concerning this program should be directed to:

Commanding Officer
Attn: LCDR Judy Persall, Chief, Planning Department
USCG Marine Safety Office, Bldg. 14
Coast Guard Island
Alameda, CA 94501

Or call (510) 437-2763
Email address: jpersall@d11.uscg.mil

2000 COMMAND



The Incident Command System (ICS) is used by response agencies in the Area Of Responsibility (AOR) of Captain of the Port (COTP) San Francisco Bay. Personnel assignments will vary based on the needs of the incident

Shipboard fires that escalate beyond the firefighting capabilities of the vessel's crew, usually become multi-agency, multi-jurisdictional incidents. Events of this type and magnitude are best handled using Unified Command. The COTP, the plant's fire brigade, the local public agency's fire department and/or the vessel's crew all have a vested interest in the control and extinguishment of the fire.

Unified Command is flexible enough to expand sufficiently to accommodate the needs of an incident involving any one of the following scenarios:

- A fire occurs aboard a foreign flag vessel carrying crude petroleum during transfer operations while it is tied up at an oil refinery dock.

- A vessel loading bulk grain products experiences a fire in the engine room which threatens to extend to the dock and loading facility owned by the port authority. Any movement of the vessel will have a great impact on this incident.

- Following a collision in the Carquinez Straits between a crude carrying tank vessel and a tug/barge tow, both a spill (crude oil from the tanker) and fire (finished light end hydrocarbons aboard the barge in tow) occur simultaneously. Access to barge requires that fire agency responders enter the spill area in the process of being boomed by oil spill co-op responders.

All members of the Command, Operations and Planning Sections should be thoroughly familiar with:

- 1300 Risk Assessment Section.

  1. Pre approved Grounding sites
  2. Piers for Fire Fighting
  3. Shore Side Emergency Resource Loading Sites

- Resource Guide

- 9000 Section—Checklists

  1. Response Considerations and Techniques Checklists
  2. Initial Fire Response Checklist
  3. Initial Dewatering Checklist

2100 Command Structure: Unified Command

A Unified Command with a designated lead agency is usually the most efficient command structure for incidents of the type discussed in Section 2000. As incidents evolve, changes in lead agency may occur depending on the needs of the response. Examples include:

- ***An underway vessel with a major fire onboard enters San Francisco Bay.*** *Response personnel decide that the fire can best be controlled at pier side. While the vessel is underway the lead agency within the Unified Command Structure is the COTP. Once at pier side, the lead may shift (with concurrence of those involved) to the fire department with jurisdiction.*

- ***A vessel at pier side is involved in a major fire.*** *With COTP approval, it is towed and eventually anchored in the Bay. Initially, the lead agency will be the local fire department. Once the vessel is underway, the lead shifts (with mutual concurrence) to the COTP.*

2110 Incident Command (IC)

The Incident Command (IC) is responsible for the overall management of the incident. The IC directs incident activities including the development and implementation of strategic decisions and approves the ordering and releasing of resources. The IC may also assign Deputy ICs to assist in carrying out IC responsibilities.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

2120 Health & Safety Officer (SO)

The Health & Safety Officer is responsible for identifying and assessing hazardous and unsafe situations and developing measures for assuring personnel safety. The Health & Safety Officer will correct unsafe acts or conditions through the regular line of authority, although the Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required. The Health & Safety Officer maintains awareness of active and developing situations, ensures the preparation and implementation of the Site Safety Plan, and includes safety messages in each Incident Action Plan. The Health & Safety Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

2130 Liason Officer (LO)

For incidents that are multi-jurisdiction, or have several agencies involved, a Liaison Officer position may be established on the Command Staff. The Liaison Officer responsibilities include:

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

2140 Information Officer (IO)

The Information Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other agencies and organizations as appropriate. Only one Information Officer will be assigned to the incident. The Information Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

Normally, the COTP and the MSO Public Affairs Officer will handle all public information activities. This is particularly true concerning the preparation and release of news releases or official statements, and the coordination of public affairs activities with other involved agencies. However, during the course of a major fire, it may become necessary to establish a Joint Information Center (JIC) for coordinated news releases among participating agencies. If this should occur, additional public affairs support will be sought from the Eleventh Coast Guard District Public Affairs staff. This additional support will allow for staffing of an information center and direct support and assistance to the COTP at the Command Post.

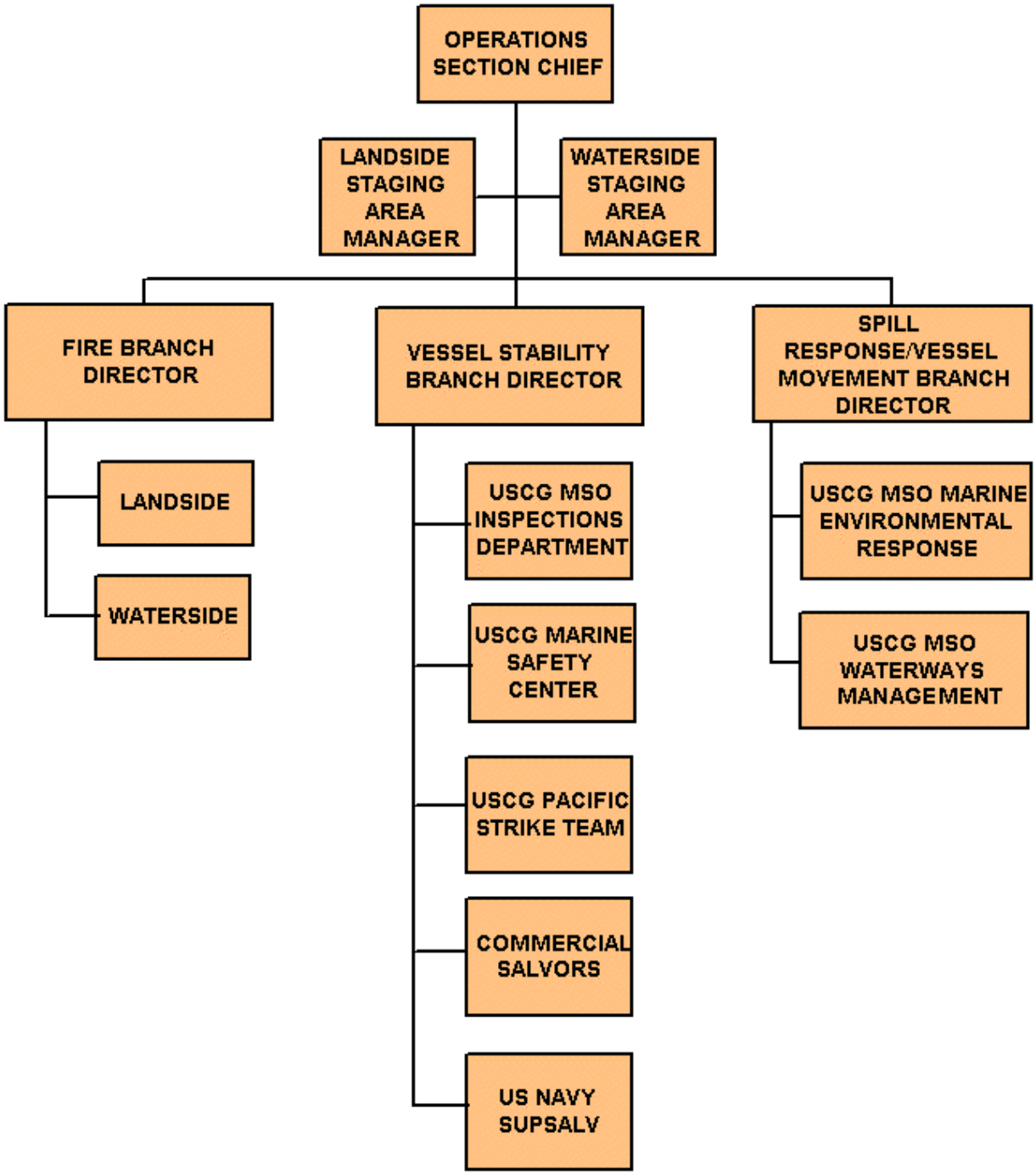
2200 Response Policy and the Incident Command System

The Incident Command System (ICS) structure allows for a coordinated response effort which takes into account the federal, state, local concerns and interests when implementing the response and recovery strategy.

The size and the complexity of ICS will be proportionate to the size of the response warranted. For relatively few injuries and minimal damage, the incident command could total 3-4 members. The preliminary assessment, triage, and recovery phases of the response could be executed by ac IC of this size.

3000 OPERATIONS

OPERATIONS SECTION DIAGRAM



3100 Operations Section Organization

Responsible for all operations directly applicable to the firefighting efforts during the response to a vessel fire.
All members of the Command, Operations and Planning Sections should be thoroughly familiar with:

- 1300 Risk Assessment Section.

    1. Pre approved Grounding sites
    2. Piers for Fire Fighting
    3. Shore Side Emergency Resource Loading Sites

- Resource Guide

- 9000 Section— Checklists

    1. Response Considerations and Techniques Checklists
    2. Initial Fire Response Checklist
    3. Initial Dewatering Checklist

3200 Roles and Responsibilities

3210 Operations Section Chief

- The Operations Section Chief is responsible for the management of all operations directly applicable to the primary mission. The Operations Chief activates and supervises elements in accordance with the Incident Action Plan and directs its execution; activates and executes the Site Safety Plan; directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the Incident Action Plans as necessary, and reports such to the Incident Commander. There is only one Operations Section Chief for each operational period.

3211 Staging Area Manager(s)

Under the Operations Section Chief, Staging Area Manager(s) are responsible for managing all activities within the designated staging areas.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

3220 Fire Fighting Branch

When the Fire Fighting Branch is activated, it is within the Branch level of the Operations Section. The Firefighting Branch Director is primarily responsible for implementing strategic aspects of Vessel & land side firefighting efforts.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

3230 Vessel Stability Branch

This Branch is responsible for providing an accurate assessment of the vessel's stability.

Over time, firefighting water may create a dangerous capsizing situation for the vessel. Information needed may include:

- Vessel name and Vessel Identification Number (VIN)
- Tank soundings
- Present degree of list
- Copy of ship's drawing
- Estimate of firefighting water onboard may be calculated by using rate of flow, number of hoses used and time

There are numerous resources to assist with calculating the vessel's stability. These include:

- USCG MARINE SAFETY CENTER (MSC). Located in Washington, D.C. Their phone number is **(202) 366-6480**.

- USCG Marine Safety Office SFB, Vessel Inspections Department. This department contains considerable knowledge of ship design and may assist with determining vessel stability.

- USCG Pacific Strike Team. Located at Novato, CA. Their 24 hour phone number is:
  (**415) 883-3311**

- Commercial Salvage Expertise/Response Companies. Refer to the **Resource Guide** – **Section #26.**

- USN NAVSEA SUPSALV. 24 hour access (in Virginia) (**703) 602-7527** or (**703) 695-0231**. Local assets are located at Rough & Ready Island in Stockton.

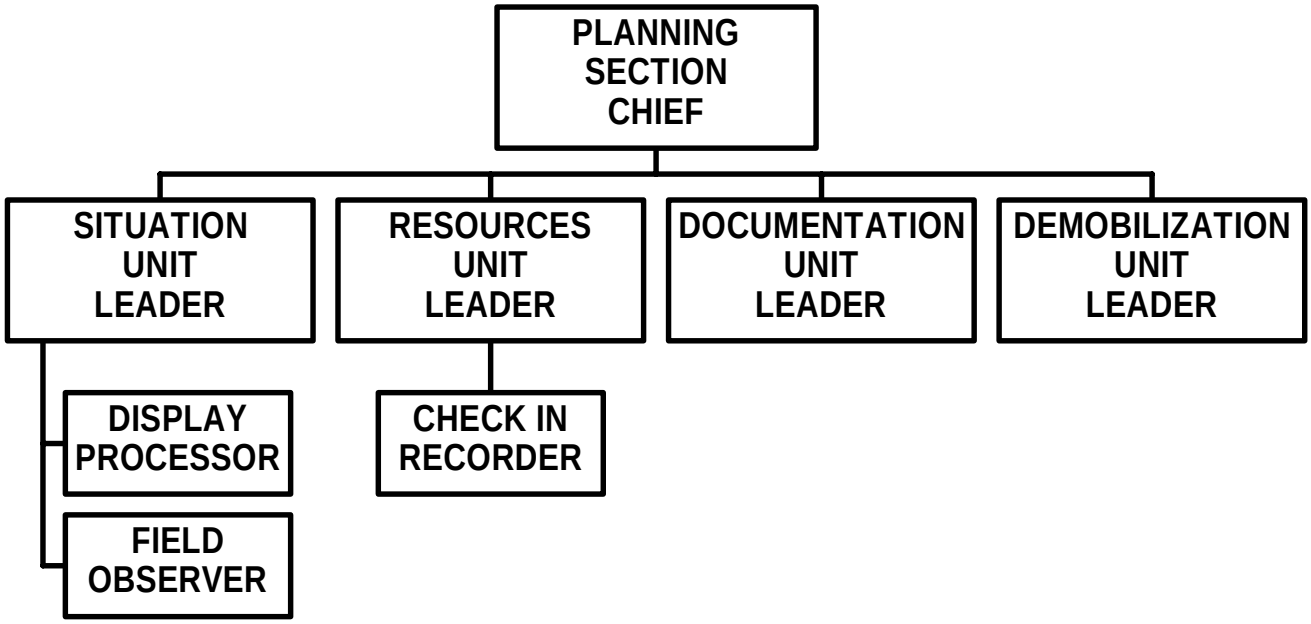
3240 Oil Spill Response/Vessel Movement Branch

This branch is responsible for responding to an oil spill caused by a vessel fire as well as overseeing any requests to move the vessel to anchorage, pier or offshore. They will issue COTP safety zones/security zones.

Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4000 PLANNING

PLANNING SECTION DIAGRAM



All members of the Command, Operations and Planning Sections should be thoroughly familiar with:

- 1300 Risk Assessment Section.

  1. Pre approved Grounding sites
  2. Piers for Fire Fighting
  3. Shore Side Emergency Resource Loading Sites

- Resource Guide

- 9000 Section—Checklists

  1. Response Considerations and Techniques
  2. Initial Fire
  3. Initial Dewatering

4100 PLANNING SECTION ORGANIZATION

The Planning Section is responsible for the collection, evaluation, and dissemination of tactical information related to the incident, and for the preparation and documentation of Action Plans. The section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. Includes the Situation, Resource, Documentation, and Demobilization Units, as well as Technical Specialists.

Several Planning Section Units may be established. Duties of each Unit are covered in other modules. Not all of the Units may be required, and they will be activated based upon need.

4200 Roles and Responsibilities

4210 ICS Planning Section Roles

4211 Planning Section Chief

The Planning Section Chief, a member of the General Staff, is responsible for the collection, evaluation, dissemination and use of information about the development of the incident and status of resources. Information is needed to 1) understand the current situation, 2) predict probable course of incident events, and 3) prepare alternative strategies for the incident.

4212 Situation Unit Leader

The Situation Unit Leader is responsible for the collection and evaluation of information about the current and possible future status of the earthquake and the earthquake response operations. This responsibility includes the compilation of information regarding the size and magnitude of the earthquake, conducting triage to determine number and severity of injuries, the amount of damage sustained, and impacts on natural resources for the short term and over several days.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4212.1 Display Processor

The Display Processor is responsible for the display of incident status information obtained from Field Observers, resource status reports, and aerial photographs.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4212.2 Field Observer

The Field Observer is responsible to collect situation information from personal observations and provide this information to the Situation Unit Leader.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4213 Resources Unit Leader

The Resource Unit Leader (RUL) is responsible for maintaining the status of all resources (primary and support) at an incident. RUL achieves this through development and maintenance of a master list of all resources, including check-in, status, current location, etc. This unit is also responsible for preparing parts of the Incident Action Plan and compiling the entire plan in conjunction with other members of the ICS, (e.g., Situation Unit, Operations, Logistics) and determines the availability of resources.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4213.1 Check in Recorder

Check-in recorders are needed at each check-in location to ensure that all resources assigned to an incident are accounted for.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4214 Documentation Unit

The Documentation Unit Leader is responsible for the maintenance of accurate, up-to-date incident files. Examples of incident documentation include: Incident Action Plan, incident reports, communication logs, injury claims, situation status reports, etc. Thorough documentation is critical to post-incident analysis. Some of these documents may originate in other sections. This unit shall ensure each section is maintaining and providing appropriate documents. Incident files will be stored for legal, analytical, and historical purposes. The Documentation Unit also provides duplication and copying services.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

4215 Demobilization Unit

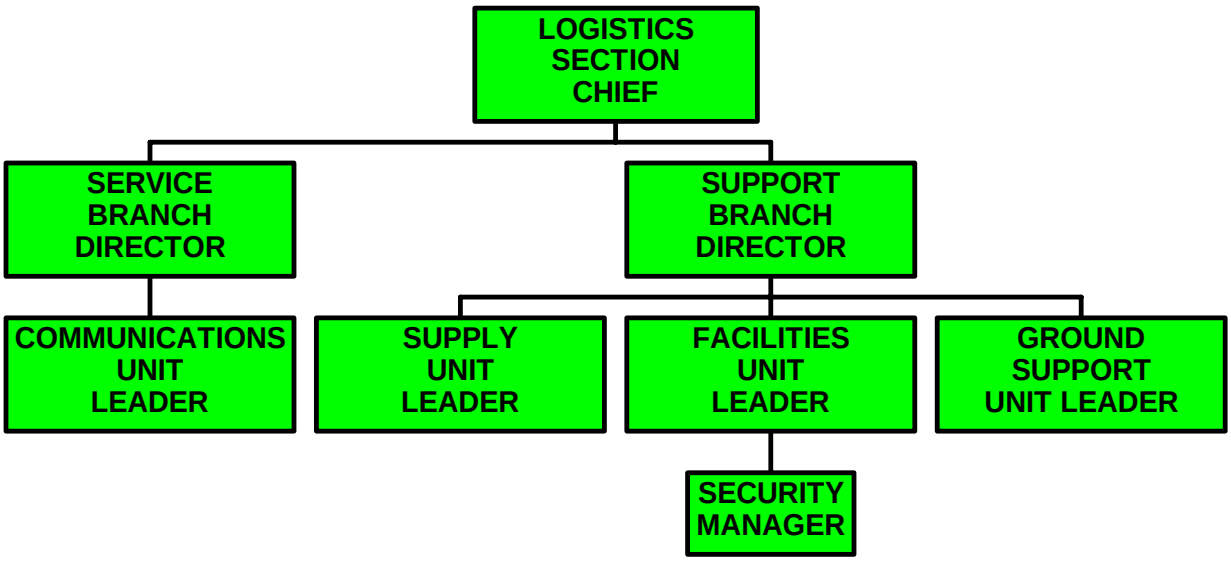
The Demobilization Unit Leader is responsible for developing the Incident Demobilization Plan, and assisting Sections/Units in ensuring that an orderly, safe, and cost effective demobilization of personnel and equipment is accomplished from the incident.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5000 Logistics

5100 Logistics Section Organization

The Logistics Section is responsible for providing facilities, all services and materials needed for the incident. The Incident Commander will determine the need to establish a Logistics Section on the incident. This is usually determined by the size of the incident, complexity of support, and how long the incident may last. Once the IC determines that there is a need to establish a separate Logistics function, an individual will be assigned as the Logistics Section Chief.



As the incident evolves, the Logistics Section depicted above can be expanded or reduced in size as required.

This plan addresses the function of Logistics with the awareness of the following:

- Response agencies using this plan, use ICS as a management tool for all incidents. As a result, establishing and operating a Logistics Section sufficient to support landside incidents happens routinely.

- Responding agencies, both public and private, are often members of one or more mutual aid organizations. Some of these allow members to access large amounts of resources. California's Office of Emergency Services (OES), for example, can mobilize the entire state and provide all types of assets (pumper and aerial ladder trucks, strike teams, hazmat units, rescue units, wildland equipment, aircraft, etc.) most incidents.

- With the awareness that the San Francisco Bay Area already has in place, very comprehensive mechanisms for resource access, the scope of the MFCP Resource Guide will be that of support. Therefore, resources included in this plan have been assembled using the following criteria:

    1. The resource is commonly used at shipboard incidents.

    2. The resource is not already included in other plans. Fire apparatus, while critical to most successful fire attacks, are available through other plans.

    3. Berthing (hotels), transportation (rental cars), while critical to any incident, are accessible via the internet or the yellow pages.

    4. Resources not readily accessible otherwise (i.e. Hoisting Equipment Afloat, Tugs & Barges, Marine Chemists, Shore Side Emergency Resource Loading Sites) are identified only in the MFCP.

5200 Roles and Responsibilities

5210 Logistics Sections Chief

The logistics Sections Chief, is a member of the General Staff, is responsible for providing facilities, services and material in support of the incident. The Logistics Section Chief participates in the development of the Incident Action Plan and activates and supervises Branches and units within the logistics Section.

The Logistics Section Chief and all members of the section should be thoroughly familiar with the Resource Guide found immediately after this section.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

REQUESTS FOR FEDERAL RESOURCES **-** All requests for federal resources or equipment should be made to the Coast Guard Captain of the Port (COTP).

STATE RESOURCES. State Office of Emergency Services resources can be requested through a local jurisdiction's Incident Commander utilizing established mutual aid procedures.

FIRE BOATS. Very few dedicated fireboats are available in the Bay Area. The availability of vessels varies according to jurisdictional coverage requirements, mutual aid agreements, and maintenance or repair conditions. See the **Resource Guide** for a listing of waterborne resources (fireboats, tugs and barges) and COTP telephone numbers.

5220 Service Branch/ Director

The Service Branch Director, when activated is under the Logistics Section Chief, and is responsible for the management of all service activities at the incident. The Branch Director supervises the operation of Communication, Medical, and Food Units.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5230 Communications Unit Leader

The Logistics Section is under the Service Branch Director or the Logistics Section Chief, is primarily responsible for the development of the Communication Plan, for effective use of incident communications equipment and facilities and supervises the incident communications center.

- Should be familiar with sections 5300-5370 of this chapter
- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5240 Support Branch/ Director

The Support Branch Director, when activated, is under the Logistics Section Chief, and is responsible for development of the implementation of logistics plans in support of the IAP, including providing personnel, equipment, facilities and supplies to support the incident operations. The Branch Director supervises the operation of Supply, Facilities and Ground Support Units.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5241 Supply Unit / Leader

The Supply Unit Leader is primarily responsible for ordering personnel, equipment and supplies; receiving, and storing all supplies for the incident; maintaining an inventory of supplies; and servicing non-expendable supplies and equipment.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5242 Facilities Unit / Leader

The Facility Unit Leader is primarily responsible for the layout and activation of incident facilities (e.g. Base, Camp(s) and Incident Command Post). The Facilities Unit provides sleeping and sanitation facilities for incident personnel and manages base and camp operations. Each facility (base or camp) is assigned a manager who reports to the Facilities Unit Leader and is responsible for managing the operation of the facility. The basic functions or activities of the Base and Camp Manager are to provide security service and general maintenance. The Facility Unit Leader reports to the Support Branch Director.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5242.1 Security Unit / Manager

The Security Unit Manager is responsible to provide safeguards needed to protect personnel and property from loss or damage.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5243 Ground Support Unit / Leader

The Ground Support Unit Leader is primarily responsible for:

1) support out of service resources
2) coordination of transportation of personnel, supplies, food, and equipment,
3) fueling, service, maintenance and repair of vehicles and other ground support equipment
4) implementing the Traffic Plan for the incident.

- Review Common Responsibilities as per organizational guidance such as *FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System (ICS) FOG.*

5300 Communications (San Francisco Bay Area)

INTRODUCTION. An effective, well-coordinated communications plan must cover the areas of designated frequency, usage, interagency compatibility's, outside communications support, logistics and circuit. When dealing with multiple agencies at a marine incident, such factors must be addressed.

INTERAGENCY COMMUNICATIONS. **Interagency communications via a compatible communications network is the single most important factor in**

establishing a well organized operational response. It is therefore vital that all agencies be able to communicate directly. Coast Guard operational units and local fire departments are extremely limited in being able to communicate directly at the scene. There are only two methods currently available for direct communications between the Coast Guard and local fire departments: (1) use of **White Fire** frequency on the Saber-1 portable VHF-radio, and (2) landline/cellular communications. If there is a need for additional communications support, an exchange of radio equipment may be necessary.

LANDLINE AND CELLULAR COMMUNICATIONS. Landline and cellular communications will be the primary means of interagency communications between Coast Guard and fire department resources on scene or in support of the operation. If **White Fire** is available for emergency communications, landline and cellular phones will offer an additional communications backup.

It is extremely important when relaying information through third and fourth parties by telephone that the information received is expeditiously forwarded to the appropriate agency or individual. All information received over this medium with operational significance to the units on scene should also be forwarded to the Incident Commander. Any unnecessary delays in forwarding vital information can severely degrade operational efforts on scene.

5310 Coast Guard Incident Command Communications

VHF-FM Channel 81A (157.075Mhz) is the frequency for ground communication between the Coast Guard Incident command and USCG units on-scene. It is also the secondary frequency for communication between the Unified Command and on-scene units from OSPR, U.S. Fish & Wildlife, local agencies, and Pacific Affiliates.

COAST GUARD RADIO FREQUENCIES. These are assigned by the FCC. Frequencies currently used by MSO are in the marine band. Different radio frequencies are used by USCG units in the COTP Zone, but MSO doesn't have the capability to monitor or use these frequencies. USCG Groups and Air Stations use their own frequencies when prosecuting cases for MSO and usually pass their information on channel 81A, by phone or by hard copy message.

See Figure 5000-C for further information.

Figure 5000-C

VHF–FM	Freq.	Use	Remarks
6	156.3	Safety Freq.	Also Gru San Fran Secondary Public Liaison
12	156.6	Intership safety	Also VTS San Fran Offshore Sector
13	156.65	Bridge to Bridge	
14	156.7	VTS San Fran Inshore Sector	
16	156.8	International Calling and Distress	Only for hailing and distress
21A	157.05	Gru San Fran Primary, Gru Humboldt Bay Secondary	
22A	157.1	USCG Only, Public Liaison, Safety Broadcasts	
23A	157.05	Sta Monterey Primary	
81A	157.075	Unified Command Primary	
83A	157.175	Group Humboldt Bay	OSPR wardens can use this freq.
CLEMAR frequency		Primary US Fish & Wildlife, OSPR & Ca. Local Govt. Primary	 Ca. and Fed. Govt. only
CALCORD		Ca. Local Govt. Secondary	Ca. and Fed. Govt. only
UHF	381.8	CG Aircraft Primary	
UHF	454.0	Clean Bay Primary	Clean Bay also can assign
VHF-FM freqs			
UHF	459	Clean Bay Secondary	
WHITE FIRE	154.280	State of California	State Mutual Aid

The primary frequency for communication between the Unified Command and OSPR, U.S. Fish & Wildlife, local agencies, and Pacific Affiliates during the initial phase of the response is CLEMAR, but is expected to shift at some point to CALCORD as additional organizations join the MAC.

5312 U.S. Coast Guard Working Frequencies

Channel 81A (157.075Mhz): communication between U.S. Coast Guard units and other Coast Guard personnel who are part of the OSC staff.

UHF 381.8: the primary working frequency between the Unified Command and U.S. Coast Guard aircraft.

Channe21A: primary working/SAR frequency of Group Humboldt Bay.

Channe83A: primary working/SAR frequency of Group Humboldt Bay.

Channel 16 - (156.8Mhz) Designated under international convention for use for ship-to-ship and ship-to-shore hailing and distress in international waters. ALL users are required to use channel 16 for only these purposes and then switch to other channels for subsequent communications. Oil spill response is no exception.

Channel 13 - (156.65Mhz) Designated bridge-to-bridge hailing and navigation safety frequency in inland and offshore waters. It may be used only to establish contact and make arrangements between vessels in crossing, meeting, or overtaking situations in accordance with the International or Inland Navigation Rules.

Safety Frequency: Ch. 06 (156.3Mhz) is designated as the frequency which may be used by all parties for communication on matters involving human health and safety. FCC regulations require all vessels equipped with VHF-FM capability to have this channel. As there is expected to be little other traffic on this channel during an oil spill response, this should be monitored by all involved units that have this channel available, and regarded as a tertiary channel for the response.

5313 CA Office of Oil Spill Prevention and Response (OSPR) Working Frequency

In central and northern California, OSPR wardens' and biologists' working frequencies are 159.435Mhz(Tx) and 151.415Mhz (Rx). However, OSPR wardens have handheld radios with VHF channel 83A, and this may be the best way to establish and maintain contact between them and CG first responders during the initial stages of a spill response.

5314 County OES and Local Government Agency Operating Frequencies

County OES's and local government agencies such as police, fire, county sheriffs, and environmental health departments have frequencies and communications systems established within their counties. It is not the intent of this plan to interfere with or change those established systems. The primary frequency during the initial response is CLEMAR, but is expected to shift at some point to CALCORD as additional

organizations join the MAC. Either frequency will be used for coordination among those agencies and between those agencies and the Unified Command.

5315 Intra-agency and Intra-company Communications

It is expected that each government agency and private company involved in the response operation will continue to use its own normal working frequency(s) for internal communication.

Alternate oil spill containment and cleanup frequencies: 47 CFR Part 90.65 designates the four primary VHF-FM frequencies and two primary UHF-FM frequencies listed below for use in oil spill containment and cleanup operations.

(1) 150.980Mhz VHF-FM*
(2) 154.585Mhz VHF-FM
(3) 158.445Mhz VHF-FM
(4) 159.480Mhz VHF-FM
(5) 454.000Mhz UHF*
(6) 459.000Mhz UHF*

5320 Coast Guard Communications Capabilities

The MSO has a Contingency Communications Kit in reserve for an oil spill response. The kit consists of a portable VHF repeater system, 2 portable VHF base stations and a cache of VHF handheld radios. The equipment in the kit will provide adequate communication capabilities for initial responders. All VHF radios are tuned to the frequencies within the marine band.

The Coast Guard has a system of high sites along the coast designed to provide VHF-FM and HF coverage of the entire coast. Coast Guard Groups Monterey, San Francisco, and Humboldt Bay all have VHF phone patch capability; therefore the MSO Command Duty Officer (CDO) should be able to communicate with any vessel within range of one of the repeaters by phone patch through Communications Area Master Station Pacific (CAMSPAC), located at Pt. Reyes, the MSO watch office could communicate on HF frequencies to a vessel offshore anywhere off the coast of California.

The Coast Guard Pacific Strike Team has a cache of programmable hand-held VHF-FM radios and a computer which can tune those radios to any desired frequency. The Strike Team also owns several portable repeaters, which can be tuned to a desired frequency and deployed wherever necessary. It also has one portable INMARSAT (satellite telephone) system.

5321 Pacific Strike Team Command Trailer

Pacific Strike Team also has a Communications/Mobile Command Post trailer equipped with VHF-FM radio and multiple line telephones.

5322 Transportable Communication Centers (TCC' S)

The TCC is a self-contained, rapidly deployable Coast Guard manned and maintained Communications Module. It can provide a full range of telecommunications capabilities to support a large oil spill response. Its capabilities include:

- Transmissions possible in all modes of communication in HF, VHF and UHF

- Different types of antennas for best propagation and coverage in remote and uneven terrain

- Cellular telephone (secure, non-secure, and computer/data link)

- INMARSAT (satellite telephone system); Unit satellite telephone 1-888-481-6937

- Weather fax direct from National Weather Service

One TCC is located at the Coast Guard Communications Area Master Station Pacific (CAMSPAC) at Pt. Reyes, CA in a twelve hour (B-12) recall status. It can be towed by five-ton truck or airlifted in a C-130 fixed-wing aircraft. A modified van accompanies the unit if deployed by aircraft, but the van is not well suited for towing the TCC long distances. If the unit had to be deployed far from the destination airport, a five-ton truck would be required. A team of three persons (CG Electronic Technicians and Telecommunication Specialists) accompanies the unit for maintaining the operational status; the requesting unit is to provide personnel to man the TCC. The TCC can be powered by generators (which accompany the unit) or directly connected to a power source. Fuel for the generators will be supplied by the requesting unit. The power requirements for the TCC are:

Five wire, three phase power
120/208-220/380 VAC
up to 65 HZ, 42 AMPS

Adequate space is required for the set up of the TCC, approximately 200 feet by 200 feet. The antenna setup requires this space due to the power radiating from each of the transmit antennas. This is an important consideration in the decision where to locate the unit. After arrival, it will take approximately 2 hours to get the TCC on line.

The TCC is a Pacific Area controlled asset. If it is determined that the TCC is necessary for a response, requests must be made through USCG Pacific Area and COTP.

5330 OSPR Communications Capabilities

OSPR also has a system of repeaters and high sites throughout the state. At present coastal coverage is approximately 80%. However, two portable repeaters are also available to provide coverage in remote areas and provide for a local net at a spill site. OSPR vehicles and personnel throughout the state have VHF-FM radios (150-174Mhz), and OSPR has a cache of 34 handheld " pool" radios for use by other agencies or groups assisting in spill response. The OSPR Communications Manager is Mr. Brian Groves (916-324-7994).

5340 Local Government Communications

CALCORD (VHF-FM 156.075Mhz) is the primary frequency for coordination among state and local government agencies in a multi-agency response.

STATE WHITE FIRE CHANNEL (154.280 MHz). This frequency is compatible with a number of local and state fire safety agencies. It is currently available to MSO San Francisco Bay on Saber-1 equipped portable radios only. Strict circuit discipline is mandatory in keeping the channel clear for emergency support and coordination at the scene.

Local fire and emergency medical services agencies also use frequencies within the FIRESCOPE system.

Local law enforcement agencies, county sheriffs, and the California Highway Patrol use the CLEMAR system for inter-jurisdictional coordination.

5350 Mobile Communications Staging Areas

The selected shore side staging area for multi-agency operations will be directed via land line, or on CH81A VHF-FM Coordination NET. Once a communications site has been selected, mobile communications vehicles and trailers should be located no closer than 25 feet to each other. The need for alternate or multiple staging areas and attendant communications coverage will depend on the extent of the coastal area affected by the spill.

5360 Communications Status Charts

In order for all response agencies to effectively organize communications efforts, information on communications status must be shared by all agencies at the staging area. Once mobile communications trailers are in place, and agencies have checked into CH81A, a communications status chart listing each agency's guard requirements should be prepared and updated as situations dictate. All agencies should fill in the appropriate information on a chart similar to the Communications Status Chart, the chart is in 9000 chapter. The communications status chart should also be reproduced in

paper form and distributed to all other response agencies located at the staging area. Additional updates or changes in unit status should be relayed once communication status charts have been distributed.

5370 Security Awareness

Radio communications, unless encrypted for secure transmission, are subject to electronic surveillance and monitoring by private citizens and the public media. All agencies should be security conscious before transmitting information by radio that may be considered media sensitive, proprietary, or private. Good judgement is the only rule that applies; however, public affairs representatives should be consulted for guidance in specific instances if necessary.

CIRCUIT DISCIPLINE. The following guidelines must be adhered to during a major crisis in keeping communications problems to a minimum.

- Do not deviate from assigned working frequencies unless it is for the purpose of re-establishing communications.

- Do not deviate from proper radio procedures. It is unauthorized to release names of response personnel and civilians involved in the operation, or discuss opinions over a radio circuit. All communications in the clear are monitored by civilians and the media. Information gained in that manner is subject to public dissemination.

- Limit radio traffic to essential communications only.

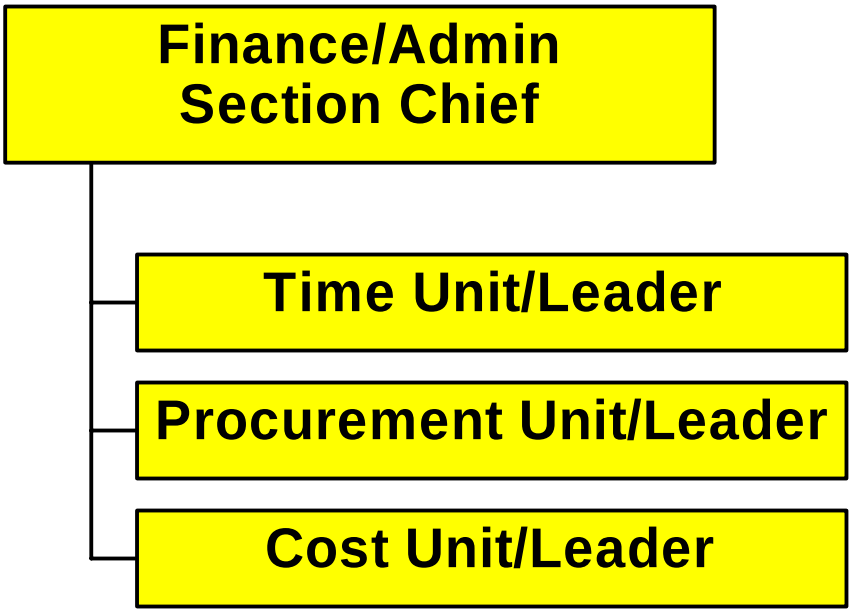
- Limit length of transmissions in keeping the frequency clear for emergency traffic only. Information containing lengthy operational details should be passed by alternate means whenever possible, i.e. landline communications.

COMMUNICATIONS SECURITY. Secure communications systems available to Marine Safety Office San Francisco Bay and other Coast Guard units include STU III (Secure Telephone Unit), scrambled cellular portable telephone, and data encrypted security (DES) VHF-FM radios. Use of these systems to communicate information will be at the discretion of the COTP. Generally, these systems will not be employed unless the COTP believes that information being relayed is too sensitive for public release via radio monitoring or protected communications is required to accomplish mission objectives. Consequently, at no time will Coast Guard units independently activate secure communications without obtaining permission from the COTP.

COMMUNICATIONS DIFFICULTIES. If and when communication problems arise, information as to specific problems should be passed to the local command and control platform or by alternate relay. Most communications related problems at the scene can usually be corrected by additional logistical support. In the case of an extended operation, equipment is subject to damage and loss of power from excessive use.

Continuous logistical support in the form of new radio equipment may be necessary to limit communication problems on scene.

6000 FINANCE AND ADMINISTRATION



6100 Finance/Administration Section Organization

The Finance/Administration Section is responsible for all incident costs and financial considerations. The IC will determine the need for a Finance/Administration Section, and designate an individual to perform that role. If no Finance Section is established, the IC will perform all finance functions. The Finance/Administration Section is set up for any incident that may require on-site financial management. More and more, larger incidents are using a Finance/Administration Section to monitor costs. Smaller incidents may also require certain Finance/Administration functions. For example, additional units (i.e. Time, Procurement, Cost) of the Finance/Administration Section may be established for such things as procuring special equipment, contracting with a vendor, or for making cost estimates of alternative strategies. Additional units may be required and they will be established based upon need.

6200 Roles and Responsibilities

6210 Finance/Administration Section Chief

The Finance/Administration Section Chief, a member of the General Staff, is responsible for all financial and cost analysis aspects of the incident and for supervising members of the Finance/Administration Section.

- Review common responsibilities as per organizational guidance such as FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System FOG.

6220 Time Unit / Leader

The Time Unit Leader is responsible for equipment and personnel time recording.

- Review common responsibilities as per organizational guidance such as FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System FOG.

6230 Procurement Unit / Leader

The Procurement Unit Leader is responsible for administering all financial matters pertaining to vendor contracts

- Review common responsibilities as per organizational guidance such as FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System FOG.

6240 Cost Unit / Leader

The Cost Unit Leader is responsible for collecting all cost data, performing cost effectiveness analyses, and providing cost estimates and cost saving recommendations for the incident.

- Review common responsibilities as per organizational guidance such as FIRESCOPE Field Service Field Operations Guide (FOG) & USCG Incident Command System FOG.

6300 Access to Funding

Funding of response operations is the responsibility of each participating agency unless otherwise authorized by law, regulation or mutual agreement. In the event of a facility or vessel fire which threatens to release, or actually releases, oil into the navigable waters of the United States, some reimbursement of response costs may be available from the Oil Spill Liability Trust Fund. Marine Safety Officer San Francisco Bay will handle these costs.

Regulations governing access to the fund by state and/or local government agencies are under development. For an incident involving removal of hazardous materials, some reimbursement of response costs may be available from the Hazardous

Substance Superfund (CERCLA) as authorized by the EPA. Marine Safety Office San Francisco Bay will handle these costs.

7000 HAZARDOUS MATERIALS

7100 Vessel/Facility/Cargo Information

HAZARDOUS MATERIALS. Various DOT and USCG regulations require that hazardous materials information be placed at waterfront transportation facilities, or on board vessels, to improve the safe handling and identification of hazardous materials involved in transportation. This information takes several forms and includes shipping papers, dangerous cargo manifests and cargo information cards.

- Shipping Papers Shipping papers are required for packaged hazardous material cargoes, liquid bulk hazardous material cargoes, and flammable or combustible bulk liquid cargoes. The shipping paper for packaged hazardous material (49 CFR 172) is not required aboard the vessel but must be maintained by the water carrier. This is usually at its U.S. port facility where the cargo is loaded or discharged. The shipping paper must, at a minimum, contain the following:

  - Hazardous Material Description including proper shipping name, hazard class or division, identification number, packing group and total quantity
  - Shipper name
  - *24 Hour Emergency Response Telephone Number*

  Shipping papers for bulk liquid cargoes must be carried on board the vessel. Required information includes:

  - Name of Consignee
  - Location of delivery point
  - Kind, grades, and approximate quantity of each cargo

- Dangerous Cargo Manifest The Dangerous Cargo Manifest (DCM) is a listing of all hazardous material cargo on a vessel and contains a great deal of information of interest to emergency response teams. Vessel information includes name, call sign, flag, port of loading and discharge and date. Cargo information includes proper shipping name, gross weight of cargo, hazard class, type of package, storage locations and an emergency response telephone number. Only hazardous materials subject to 49 CFR or the International Maritime Dangerous Goods (IMDG) code may be listed on the DCM.

  - Holders and Location: Copies of dangerous cargo manifests are held on the vessel and generally by the shipping line and terminal operator. The vessel's DCM is required to be held in a designated holder on the

bridge. The shipping company or terminal operator should also hold a copy of the manifest in the local office.

- Accuracy during loading: During loading or unloading operations, the manifest will not indicate whether the cargo is on the vessel or on the dock

• Cargo Information Card This, or its equivalent, must be available at the bridge or pilot house of any vessel towing barges loaded with flammable or combustible bulk liquid cargoes, or barges loaded with bulk liquid hazardous material cargoes. Cargo information for bulk liquefied, liquefied gas or compressed hazardous gas cargoes carried on board tank vessels requires greater detail. Required cargo information for barges includes:

- Cargo identification and characteristics
- Emergency procedures
- Fire fighting procedures

COAST GUARD PERMITS. A COTP approved "Application and Permit to Handle Hazardous Materials", Form CG-4260, is required to load a vessel with Division 1.1 or 1.2 explosives (classes A and B Explosives) at a waterfront facility.

• Permit Information Information concerning Coast Guard issued permits can be obtained by calling the watch office at Marine Safety Office San Francisco Bay. See the **Resource Guide** section for the telephone number. Local Fire departments may request permit information for a vessel or facility.

7200 Oil and Hazardous Chemical Release

7210 Roles and Responsibilities

ON-SCENE COORDINATOR RESPONSIBILITIES. COTP San Francisco is designated as the Federal On Scene Coordinator (FOSC) for both oil and hazardous material releases in the coastal zone of Northern California. The Environmental Protection Agency (EPA) is the Federal OSC for inland areas. The OSC is charged with insuring that all releases are responded to and, when feasible, clean up is properly effected. The OSC also has access to the CERCLA " Superfund" and the Oil Spill Liability Trust Fund (OSLTF) which may be used to pay for removal costs when the spiller is unknown or refuses to effect clean up. Ultimately, the discharger is held liable for costs incurred by the Federal Government.

FIRE DEPARTMENTS. Fire Departments are typically called in to respond to hazardous chemical releases. They are often well trained and equipped to

respond to chemical releases of limited size and hazard. However, they may be unable to handle a major release without additional assistance. They should not hesitate to contact the OSC for assistance, support or transfer of operational control.

ON-SCENE SUPERVISION - HAZMAT RELEASE. Cleanup of hazardous materials and evaluation of the hazards is made under the supervision of the local agency having jurisdiction and/or the OSC. In practice, the majority of releases are very limited in size and the incident is often over by the time OSC response personnel can arrive at the scene. They are readily handled by local government response agencies and the responsible party without active federal involvement. For larger releases, beyond the capabilities of local agencies, the FOSC plays a more active role and may call in an extensive response organization, including the Coast Guard Pacific Strike Team, to assist local agencies. In all hazardous substance releases the OSC will evaluate the hazard present and assist local response agencies as necessary.

SPILL/RELEASE REPORTING. Notice of an oil discharge or release of a hazardous substance in an amount equal to or greater than the reportable quantity must be made immediately in accordance with 33 CFR part 153, Subpart B, and 40 CFR part 302, respectively. Notification must be made to the National Response Center (NRC) Duty Officer, Headquarters, United States Coast Guard, Washington, D.C. See the **Resource Guide** section for the telephone number. All notices will be relayed immediately by telephone to the cognizant OSC. Federal law requires that oil and hazardous chemical releases be reported to the appropriate FEDERAL OSC. Failure to report a release may lead to criminal penalties and fines of up to $10,000. The National Response Center receives reports of all discharges and relays them to the appropriate Federal OSC.

OIL SPILL RESPONDERS. OSHA requires that the responsible party (spiller) employ qualified, well equipped, and highly trained personnel to respond:

- ONLY if the spiller is a large company with well-trained response personnel and has sufficient equipment and resources (like Union Carbide's response team) should the spiller use in-house personnel familiar with the released chemicals to respond.

- Small companies or operations such as small trucking services are not encouraged to try any response to hazardous material spills. It is highly dangerous for such personnel to respond and recommended they hire a contractor capable of handling the hazardous materials release.

TECHNICAL ASSISTANCE. Refer to the **Resource Guide** section for a listing of other agencies that provide technical assistance.

9000 APPENDIX

- **Incident Control Considerations Checklist:**

    - Enroute to Incident
    - On Scene
    - Establish Incident Command System (ICS)
    - Define Security Perimeter
    - Offensive or Defensive Plan
    - Rescue of Endangered Persons
    - Initial Actions to Keep Incident From Enlarging
    - Protect Exposures
    - Stop Cargo Transfer, Bunkering, or Dangerous Cargo
    - Contact Responsible Persons for Information and Assistance
    - Incident Scene Considerations
    - Cargo Considerations
    - Expand Incident Command System
    - Sources of Assistance and Expertise - Agencies, Organizations, Individuals

- **Vessel Firefighting Considerations Checklist:**

    - Obtain Vessel Information
    - Investigate Fire Situation and Gather Information
    - Determine Life Hazard Situation
    - Determine Fire Situation
    - Determine Status, Condition and Control of Vessel Fire Protection Systems and Equipment
    - Determine Status, Condition and Control of Other Vessel Systems
    - Firefighting Operations

- **Vessel Type Fire Strategies Checklist:**

    - Machinery and Engineering Space Fire
    - Fixed System Failed to Operate of Control Fire, Fire Still Small Enough for Interior Fire Attack
    - Unable to Control/Extinguish Fire With Attack Hose Teams
    - Unable to Extinguish Fire
    - Accommodation Space Fire

- Cargo Hold Fire
- Tank Fire

9000 APENDIX (Cont.)

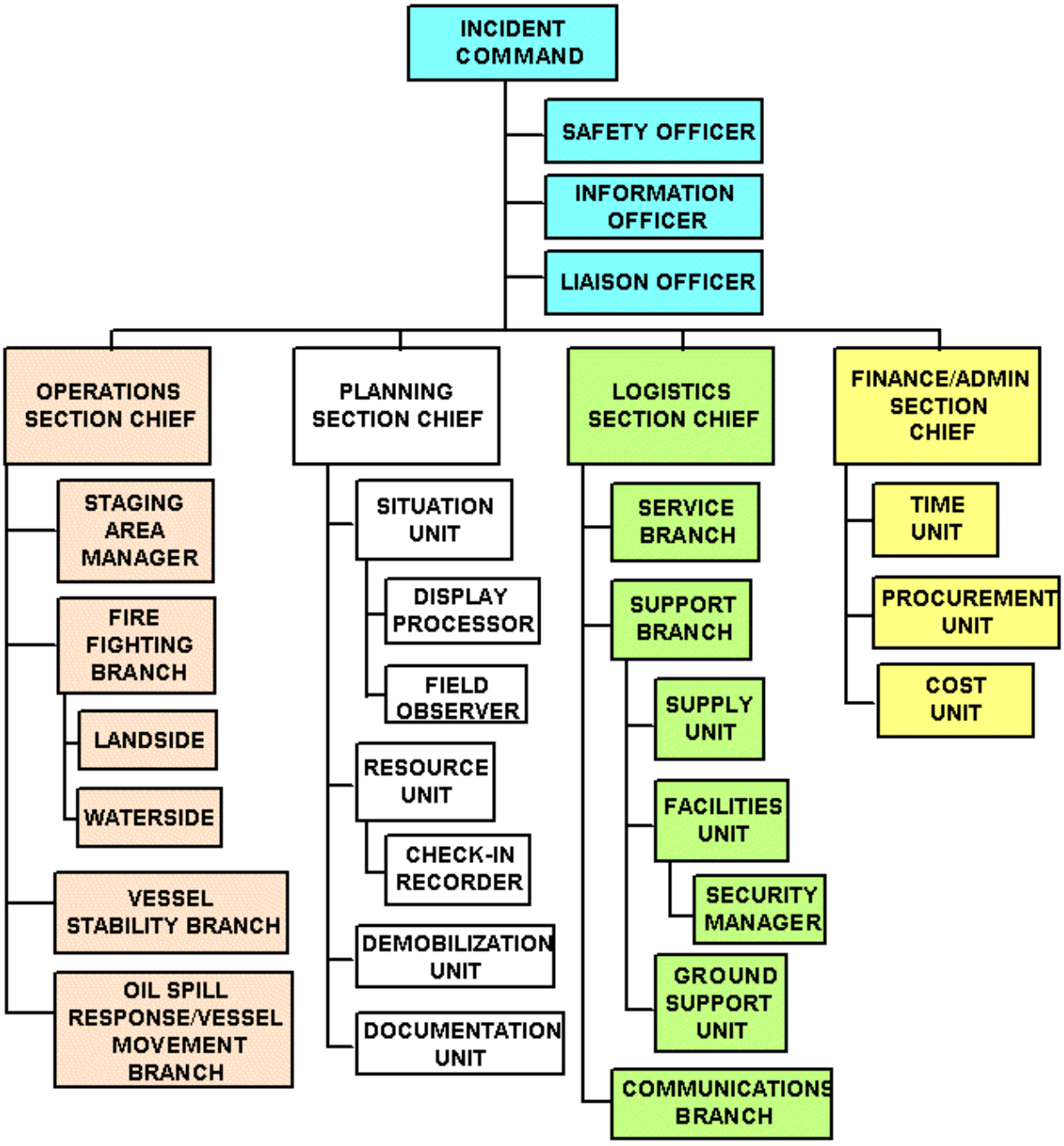
- **Dewatering Considerations Checklist:**

  - Enroute to Incident
  - Establish Incident Command System (ICS)
  - Define Security Perimeter
  - Contact Responsible Persons for Information and Assistance
  - Gather Information
  - Dewatering Resources
  - Determine Cause and Contain/Limit Area of Flooding
  - Determine and Monitor Vessel Stability
  - Environmental Concerns - Contaminated Water
  - Cargo Considerations
  - Determine Condition of Other Vessel Systems Operating During Dewatering
  - Incident Scene Conditions
  - Terminal, Pier, and Wharf Conditions
  - Dewatering Operations
  - Expand the Incident Command System

- **Terminal Considerations Checklist:**

  - Terminal Data
  - Terminal Actions Prior to Fire Department and/or Coast Guard Arrival
  - Terminal Maps, Plans, and Data
  - Incident Scene Access
  - Access/Operations Obstructions

MSO SAN FRANCISCO BAY
MARINE FIRE FIGHTING
ICS DIAGRAM



COMMUNICATIONS STATUS CHART

AGENCY:_____

COMMAND POST:_____**FREQUENCY GUARD:**_____

_____

_____

_____

FIELD UNIT	CALL SIGN	STATUS	FREQUENCY

OTHER AGENCIES ON SCENE	FREQUENCY CELLULAR

MISCELLANEOUS

_____

VESSEL FIRE - QRS

COMMENTS: The COTP MSO San Francisco Bay is the Incident Commander (IC) for any fire involving a vessel underway or anchored within the AOR. For vessels moored, the local fire department is the IC and the COTP will support the IC system. For any vessel fire the local and mutual aid fire departments will be the primary fire fighting resources.

INITIAL INFORMATION Date/Time of Report_____ Received by_____

Notified by_____ Phone_____
Agent_____ Phone_____
Vessel_____ Vessel Type_____
Call Sign_____ Flag_____ Tonnage_____ Crew size_____
Length_____ Beam_____ Draft_____ Official Number_____
Location or Lat/Long_____
Moored/Anchored/Adrift/Underway in route to _____Speed _____ kts
Personnel Casualties: Yes/No Assistance needed? Group SF SAR/ Local Fire Department
Has pollution entered water? Yes/No Amount/Type_____
Is Vessel capable of maneuvering: Yes/No Able to Anchor: Yes/No
Is Vessel: Loaded/Light/Ballasted

FIRE INFORMATION:
Extinguished/Under Control/Out of Control Class: A/B/C/D Source known: Yes/No
Crew Fighting Fire? Yes/No Source secured: Yes/No
Resources on scene _____ Resources needed:_____

SHIPBOARD FIRE FIGHTING SYSTEM

TYPE	EXPENDED	REMAINING ONBOARD RESOURCES

DANGEROUS/HAZARDOUS CARGO:

TYPE	QUANTITY	DIST. FROM FIRE	LOCATION

OIL ON BOARD:

TYPE	QUANTITY	LOCATION
Fuel:		
Lube:		
Waste:		

Explosion Hazard? Yes/No If Yes: Notify Local OES and VTS to warn nearby traffic.

OTHER CARGO ON BOARD:

TYPE	QUANTITY	LOCATION

_____	_____	_____

FIRE - VESSEL (cont)

Life Safety	Personnel Protection and SAR	Incident Stabilization
Assist Firefighters	Property Conservation	Pollution
Response/Prevention		

ACTION CHECKLIST
____ Notify Group with SAR responsibility
____ Call Fire Boats Oak 510 832 4592 or SF 415 495 9038 (if not already aware)
____ Request VTS to notify immediately endangered vessels
____ Notify endangered facilities (if not already aware)
____ Notify California OES (if not already aware)
____ If foreign vessel notify FVBB
____ Notify CPOPS
____ Notify CID and Duty IO
____ Notify (XO / CO)
____ Make recommendations as to a course of action, which may include, but are not limited to, any or all of the following:
    ____ Establishing a safety zone: see ref (e)
    ____ Recalling personnel for response and/or to augment the watch
    ____ Ordering the movement of vessels/control of facility operations: see ref (f)
____ Alert PAC Strike Team if assistance needed
____ Establish communications with on scene fire department
____ Brief MSO response team and get them on scene as practical: smoke cloud could be toxic - ensure the safety of MSO response personnel
____ Notify D11/PACAREA OPCEN at ext: 3701
____ Request Local Broadcast Notice to Mariners
____ Notify Local Port Authority
____ Notify Vessel Owner/Agent
____ Notify Commercial Towing Vessel Coordinator CWO Leonard **(if towing vessel is involved)**
____ Create Port Safety Case File
____ Draft SITREP/POLREP

SUPPLEMENTAL NOTIFICATIONS
____ Notify Bar Pilots Association at 415-362-5436
____ Consider notifying tug and tow companies.
____ Notify Marine Exchange at 415-441-7988

ADDITIONAL REFERENCES:
(a) MSO San Francisco Bay Marine Fire Fighting Plan
(b) QRS COTP Orders
(c) D11 SOP (Tab D to Appendix 32 to Annex C)
(d) Emergency Response Guide
(e) MSM, Volume VI, Chapter 8
(f) MSM, Volume I, Chapter 8, Section 8-E
(g) QRS Safety/Security Zones

FACILITY FIRE - QRS

COMMENTS: Under the Ports and Waterways Safety Act of 1972 the Coast Guard has the responsibility to prevent damage to structures in, on, or adjacent to the Navigable Waters of the U.S. and to reduce the possibility of vessel or cargo loss, or damage to life, property and the marine environment. However when fire is involved at a shore side facility, the local fire department is the incident commander (IC). Consult the Marine Fire Fighting Contingency Plan for further guidance.

INITIAL INFORMATION Date/Time of Report_____Received by_____

Notified by_____ Phone_____

Facility_____ Type_____

Location_____

Any injuries/deaths?_____ Has any pollution entered the water?_____

DANGEROUS/HAZARDOUS CARGO:

TYPE	QUANTITY	DISTANCE TO FIRE	LOCATION
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

VESSELS MOORED AT FACILITY:

VESSEL	FLAG	TYPE	CARGO	BERTH	REMARKS
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

FIRE INFORMATION:

Extinguished/Under Control/Out of Control Class: A/B/C/D

Materials involved_____

RESPONSE IN PROGRESS

Has Command Post been established? Yes No Phone_____

Location_____

Who is responsible for fire fighting on facility? Facility/Fire Department? _____

Response POC_____ Phone_____

FIRE - FACILITY (cont)

ACTION CHECKLIST
____ Notify Facility Owner (if not already aware)
____ Call Fire Boats Oak 510 832 4592 or SF 415 495 9038
____ Notify immediately endangered vessels/facilities (if not already aware)
____ Notify California OES (if not already aware)
____ Notify Chief Port Operations
____ Make recommendations as to a course of action, which may include, but are not limited to, any or all of the following:
    ____ establishing a safety zone: see ref (e)
    ____ recalling personnel for response and/or to augment the watch
    ____ ordering the movement of vessels or control of facility operations: see ref (f)
    ____ alerting PAC Strike Team
____ Establish communications with on scene fire department
____ Brief MSO response team and get them on scene as practical: smoke cloud could be toxic ensure the safety of MSO response personnel
____ Notify PACAREA OPCEN at x 3701
____ Notify VTS and appropriate Group
____ Notify Local Port Authority
____ Notify XO & CO
____ Request Local Broadcast Notice to Mariners
____ Create Port Safety Case File
____ Draft SITREP/POLREP

ADDITIONAL REFERENCES:
(a) MSO San Francisco Bay Marine Fire Fighting Plan
(b) D11 SOP (Tab D to Appendix 32 to Annex C)
(c) MSM, Volume VI, Chapter 8
(d) MSM, Volume I, Chapter 8, Section 8-E
(e) QRS Safety/Security Zones
(f) QRS COTP Orders

POLREP

NOTES (DELETE THIS BEFORE SENDING):
(2) ALL ACTUAL OR POTENTIAL MEDIUM OR MAJOR SPILLS
(3) ALL OSLTF FUNDED REMOVALS
(4) ALL CERCLA FUNDED REMOVALS
(5) IF APPLICABLE

P _____Z ___ 97
FM COGARD MSO SAN FRANCISCO BAY CA
TO CCGDELEVEN ALAMEDA CA//PM//
INFO COMDT COGARD WASHINGTON DC//G-MOR// **(2) (3) (4)**
COMPACAREA COGARD ALAMEDA CA//PCC/PCP//
COMCOGARD NPFC WASHINGTON DC **(3) (4)**
COMCOGARD MLC PAC ALAMEDA CA//FCP// **(3) (4)**
COMCOGARDGRU SAN FRANCISCO CA/HUMBOLDT BAY CA/ MONTEREY CA **(5)**
COGARD AIRSTA SAN FRANCISCO CA **(5)**
COGARD FINCEN CHESAPEAKE VA **(3) (4)**
COGARD NATIONAL RESPONSE CENTER WASHINGTON DC **(2)**
COGARD NSFCC ELIZABETH CITY NC **(5)**
COGARD PST SAN FRANCISCO CA **(5)**
COGARD INTELCOORDCEN WASHINGTON DC **(2)**
COGARD MSL GROTON CT **(5)**
COGARD MSD CONCORD CA **(5)**
NOAA HAZMAT SEATTLE WA **(5)**
NTSB WASHINGTON DC **(5)**
ZEN/DOA STAFF DIRECTOR SAN FRANCISCO CA **(5)**
ZEN/DOC COASTAL RESOURCES COORDINATOR SAN FRANCISCO CA **(5)**
ZEN/DOI REGIONAL ENVIRONMENTAL OFFICER SAN FRANCISCO CA **(5)**
ZEN/EPA HEADQUARTERS EMERGENCY RESPONSE DIVISION WASHINGTON DC **(4)**
ZEN/EPA REGION IX SAN FRANCISCO CA **(5)**
ZEN/NMS CORDELL BANK SAN FRANCISCO CA **(5)**
ZEN/NMS GULF OF THE FARALLONES SAN FRANCISCO CA **(5)**
ZEN/NMS MONTEREY BAY MONTEREY CA **(5)**
ZEN/NOAA SSC REGION IX ALAMEDA CA **(5)**
ZEN/CA OES SACRAMENTO CA
ZEN/CA DFG OSPR SACRAMENTO CA
BT
UNCLAS //N16465//
SUBJ: POLREP (NUMBER); (MINOR/MEDIUM/MAJOR) (OIL TYPE) DISCHARGE
OR POTENTIAL (PROBABILITY OF POTENTIAL- HI, MED, LOW),
(SOURCE/O.N.),(LOCATION/WATERBODY),UCN ###-98, MC98######, FPN-A99###..
1. SITUATION:
A. (SUMMARY OF ALL DAILY EVENTS)
B. (LIST VSL/FAC PARTICULARS)
C. FEDERAL COST SUMMARY, WHERE THE FOSC HAS DETERMINED
THERE IS A SUBSTANTIAL THREAT TO THE WATERS OF THE U.S.:

POLREP (cont)

1) THE AUTHORIZATION CEILING FOR THE CASE: $##K
2) CUMULATIVE FINANCIAL OBLIGATIONS TO DATE: $##K TOTAL
$##K CG COSTS
$##K CONTRACTOR
$##K PRFA' S
D. O/S WX: (CONDITIONS, EG. OVC, CLR, PT CLDY), TMP; ##F,
WND; ###/##KTS, SEA; ###/##FT, SWL; ###/##FT EVERY ##SEC.,
VIS; ##NM, OTH; (EG. RAIN, HAZE, FOG)
2. ACTION:
A.
3. PLANS AND RECOMMENDATIONS:
A. (NO) VIOLATION REPORT TO FOLLOW. (ON FINAL ONLY)
B. COST SUMMARY PACKAGE TO FOLLOW. (ON FINAL ONLY)
4. STATUS:
A. CASE (PENDS/CLOSED).
BT

SITREP

P ######Z ### 9#FM COGARD MSO SAN FRANCISCO BAY CA
TO CCGDELEVEN ALAMEDA CA//PM//
INFO COMDT COGARD WASHINGTON DC//G-MCO//
COMPACAREA COGARD ALAMEDA CA//PCC/PCP//
COMCOGARDGRU SAN FRANCISCO CA
COGARD VTS SAN FRANCISCO CA
BT
UNCLAS //N16732//
SUBJ: SITREP (NUMBER)- (SUBJECT)
1. SITUATION:
  A. ######(U or T) ### 9#
  B. ######(U or T) ### 9#
  C. O/S WX: , TEMP: ## DEGREES F; SEAS: ; WINDS:
2. ACTION TAKEN:
  A.
3. FUTURE PLANS AND RECOMMENDATIONS
  A.
4. STATUS OF CASE:
  A. CASE (CLOSED/PENDING)
BT